Peace House Research and Innovation Centre of Excellence

Policies on Good Research Practice

Copyright: Peace House Research and Innovation Centre of Excellence

Glossary

BSL – Biosafety Level

CDA - Confidentiality Agreements

CIOMS - Council for International Organisations of Medical Sciences

COI – Conflict of Interest

CRediT - Contributor Roles Taxonomy

DMP - Data Management Platform

ECRs - Early-Career Researchers

GDS - Genomic Data Sharing

HIPAA - Health Insurance Portability and Accountability Act

ICT-IT – Information Communication Technology – Information Technology

IIA - Inter-Institution Agreements

IP – Intellectual Property

ND - Non-disclosure

NHREC - National Health Research Ethics Committee

MTA - Material Transfer Agreements

PIs - Principal Investigators

PRICE - Peace House Research and Innovation Centre of Excellence

RDMC - Research Data Management Committee

TTO - Technology Transfer Office

1.0 INTRODUCTION

The Peace House Research and Innovation Centre of Excellence (PRICE), is dedicated to fostering an environment that upholds the highest academic standards. Its commitment to research quality and integrity aims to promote transparency, reproducibility, and trust in scientific outcomes. These policies on good research practice provide information and guidance to ensure that PRICE's research practices meet national and global standards. These policies apply to:

- All persons undertaking research for PRICE, including, without limitation, all PRICE/Peace House Staff members, Resource persons, irrespective of whether their current location is at the local site or outside the local site premises.
- All visiting resource persons, visitors from other Universities within and outside the country, industry collaborators, honourary position holders, and researchers on exchange or placement programmes.
- All admitted interns.
- Visiting postgraduate researchers undertaking collaborative research with PRICE.
- Contractual research engagements with external stakeholders by PRICE on research activities conducted within PRICE facilities and on behalf of PRICE if external.

PRICE is set to conduct its research and innovation based on the Christ-centred principles taught in the Holy Bible and echoed in the Statement of Culture and Core Values. This is to ensure good research conduct and governance. These values hold all research stakeholders to account in the discharge of their duties and responsibilities.

1.1 PRICE Culture and Core Values

- Not I, but CHRIST will be our watchword. A selfless and sacrificial labour. The price that CHRIST paid over our lives is the premise and foundation of this labour; therefore, all that will be done in this labour will involve paying the PRICE of laying down our lives at the feet of the Master, as living sacrifices. All that will be part of the labour will always be volunteers, no hirelings. We will be trusting God to always send labourers, no matter the level of skill required. And they will be coming as God's living sacrifice.
- We are members of the BODY, the Universal Church, and we exist for it. Whatever blessings or increase the Lord decides to bring to this labour must be added to the Church and not constituted into a separate entity. No show! No ostentation. Christ; none but Christ must be the gatherer of the spoil.
- The matter of "freely have we received, freely do we give." This will be a ministry to souls, and money will thus never be the driving factor. The Christ life will be our foremost focus to be achieved in the lives of the interns and trainees. Priority must be given to this.

- All that will come shall be received by faith. No plea for resources, we will be trusting God to fund this and compel men and groups to give to the work.

1.2 PRICE Mission, Values and Strategic Priorities for Research Culture

1.2.1 Missions

- At the Peace House Research and Innovation Centre of Excellence (PRICE), we are committed to inspiring, training, and equipping young people in the New Creation life to become catalysts for technological and social transformation. Through faith-rooted multidisciplinary research, we aim to design and develop disruptive, locally and globally relevant, and cost-effective solutions to critical challenges in health, agriculture, education, energy, and transportation. We do this by cultivating a spirit of discovery anchored in Christ, innovation led by the Holy Spirit, and partnerships rooted in mutual growth and redemptive impact.
- We envision raising a generation of Christ-centred visionary leaders who will boldly transform Africa and the nations through indigenous innovation, cutting-edge research, and the purposeful application of science and technology. These leaders will be known not only for their scientific excellence, but for their unwavering faith, integrity, and love for humanity shaping systems, communities, and futures under the Lordship of Jesus Christ.

1.2.2 Missions Expectations

Christ-Centred Excellence: We pursue uncompromising quality in all we do, seeing our work as worship unto God. Our commitment to excellence is grounded in faith, discipline, and a desire to honour the Creator through scientific and intellectual rigour.

- **Truthfulness:** Researchers must uphold sincerity in stating research intentions, reporting methodologies, collecting, preserving, and analysing data, and acknowledging the contributions of others. All findings and interpretations must be communicated with integrity, as unto the Lord.
- **Excellence and Diligence:** All research must demonstrate careful application of sound methods, disciplined processes, and scholarly precision, as Scripture commands.
- **Openness and Clarity:** Researchers must act transparently in disclosing interests, clarifying methods, and sharing findings, including those that challenge expectations, so that knowledge can benefit the wider community and glorify God.
- **Compassionate Responsibility:** All research participants, human, animal, or environmental, are to be treated with respect, dignity, and care.
- **Faithful Stewardship:** Researchers are accountable to their funders, supervisors, colleagues, and ultimately to God. This accountability requires

that all work is carried out conscientiously and in alignment with PRICE's mission.

Radical Innovation: All research participants in PRICE are encouraged to embrace critical thinking and innovative ideas driven by the Holy Spirit and a great sense of purpose. No one should shrink back in challenging the status quo or conventional ways of doing things, unafraid to lead and be led in seeking solutions for the good of society, and to the glory of God (Proverbs 25: 2; I Corinthians 2: 9; I Corinthians 14: 20).

Christ-like Problem-Solving: Our approach to challenges stems from a spirit of humble service marked by compassion, and justice. Our goal is to bring about life-changing responses and solutions to the world around us through research.

Ethical Integrity: All research activities affiliated with PRICE must be built on the principle of truth, fairness, and moral uprightness. Every research engagement must reflect the life of God as a matter of the responsibility we bear as His ambassadors.

Collaboration: All internal research activities must be structured in a way to foster strong collaboration opened to other Resource Persons, who have been approved by the research committee, with appropriate access to interns' projects and academic related matters such as grant, scholarship and overseas research opportunities. Similarly, multidisciplinary research platforms must be created to enable cross-functional research amongst the Interns/Resource Persons with a global dimension. **As an actionable point to note,** research themes within PRICE shall be actively led as "Principal Investigator" (PI) by Resource Persons who currently hold a "PhD as minimum requirement" relevant to the research theme. Exceptions on PI selection is only allowable where the resource person has shown demonstrable evidence of track industry experience, scholarly publications and as adjudged by the Research Data Management Committee (RDMC). The selection of Co-PIs could involve as many who showed interest in the project and possess skills with direct relevance. In all conversations relating to research collaborations, the PRICE administration leads and RDMC must be present and have an input.

Research Sustainability: Developing research themes and tracks should encompass long-term sustainability and continuity. All data, metadata and standard operating procedures must be well documented and approved by the leading PI. This will ensure reproducibility and research continuity until objectives and goals are achieved and the research track is ultimately closed officially.

1.2.3 Strategic Priorities for Research Culture 2025 – 2030

As PRICE seeks to glorify God through impactful research and innovation, our strategic research culture is grounded in the pursuit of Christ-centred excellence, integrity, and collaboration. The following commitments shape our institutional ethos:

Collaborative Research Culture: We believe that research thrives in environments where all participants, academic staff, interns, doctoral candidates, industry partners, and support teams are respected and valued as co-labourers. Inspired by the biblical principle of unity in diversity (1 Corinthians 12:12–27; Romans 12: 3-5), we actively cultivate a collaborative culture that brings together people, disciplines, and institutions.

Enhancing Research Quality and Impact: PRICE is committed to producing high-quality outputs that yield measurable benefits in the spheres of health, agriculture, education, energy, and transport.

To this end, we:

- Foster a publication culture that prioritises credibility, transparency, and purpose.
- Engage strategically with local and international audiences.
- Strive for influence that is measured not only by citations but by social, spiritual, and technological transformation.

Open Research and Transparency: In line with our value of openness, PRICE encourages practices that make research processes and outputs accessible to wider society. We believe that truth should not be hidden, and we commit to:

- Sharing data, findings, and methodologies in ways that are responsible and reproducible.
- Promoting the open dissemination of knowledge for the benefit of the Church, academia, industry, and underserved communities.
- Upholding the Concordat principles of honesty, rigour, transparency, care, and accountability.

Career Development and Discipleship: We nurture the development of researchers not only as scholars but as transformational leaders and Christ-like servants. We support all PRICE-affiliated researchers through:

- Discipleship grounded in biblical values.
- Opportunities for training, academic growth, and personal formation.
- A structured pathway of professional development integrated with spiritual growth and lifelong discipleship.

Recognition of Research Contributions: Every person who contributes to the research endeavours at PRICE, whether through data collection, prayerful support, technical input, or leadership is valued. We promote a culture of encouragement, honour, and collective reward. We are intentional in:

- Acknowledging and celebrating diverse roles and contributions.
- Ensuring that our research environment is spiritually and emotionally enriching.
- Upholding principles of justice, equity, and mutual respect.

Strategic Research Clusters and Focus Areas: To advance our mission, PRICE organises its research efforts into thematic clusters that align with biblical

stewardship and societal relevance. These include:

- Power, Renewable/Sustainable Energy and Clean Technologies
- Leadership and Entrepreneurship
- ICT-IT, Artificial Intelligence, Robotics and Software Engineering
- Mechatronics and Automobile Engineering
- Physical and Life Sciences, and Agrotechnology
- Environmental Management and Monitoring
- Multidisciplinary theme

These clusters promote interdisciplinary dialogue, integrate research with learning and practice, and reflect our call to seek the welfare of our nations.

2.0 COMPLIANCE AND POLICIES

The Office of the PRICE Director (Academic) shall be committed to research involving regulated data and oversee institutional compliance while aiming for zero associated risks. The PRICE Director (Operations) through the Research Data Management Committee (RDMC), shall be responsible for reviewing all projects, particularly those with regulated data, potential reputational or management risks, and advise the PRICE Director (Academic) for final approvals.

Adherence to all risk assessment, data protection and use requirements guidelines is ensured by the RDMC. Research participants, investigators and institutional integrity must be protected. Also, RDMC must put administrative systems or structures in place to systematically monitor such elevated projects and, as such, enable transparency, accountability and informed decision making. The oversight ensures that research teams adhere to all data protection and use requirements, thereby safeguarding research participants, supporting investigators, protecting institutional integrity and managing critical components of complex data initiatives.

Principal Investigators (PIs) must work closely with the RDMC and the Centre's administrators to enforce compliance with all applicable data protection and user requirements. A careful review of data use agreements, contractual agreements, and grant terms must be conducted to identify and fulfil any relevant compliance conditions. All the centre's personnel (e.g., PRICE staff) working under such agreements must, at a minimum, comply with specified data protection standards and adhere to any data retention or disposal obligations.

Additionally, it is the PI's responsibility to ensure that all required institutional reviews are conducted, including but not limited to data security, data safety, and RDMC approvals. All individuals conducting research under the auspices of the Peace House Research and Innovation Centre for Excellence (PRICE) are expected to observe the principles and procedures that govern ethical and high-quality research. These include compliance with both internal PRICE protocols and any applicable national and international legal frameworks, including but not limited to the guidelines issued by relevant funding agencies, academic institutions, and professional associations. In addition, the following should be adhered to:

- PRICE policies on integrity, data management, and authorship.
- National and international laws on data protection, human and animal research, and intellectual property.
- Requirements from funding agencies, academic journals, and partner institutions.

Researchers must familiarise themselves with the institutional policies, including this Research Policy Document, as well as relevant directives concerning data protection, intellectual property, research ethics, and responsible publication

practices. These policies are binding upon:

- Staff and interns affiliated with PRICE and Peace House.
- Visiting researchers, including those on exchange or collaborative placements.
- Resource persons and collaborators from industry or academia.
- Any external organisation contracted to do research on behalf of PRICE.

All research activities shall be required to comply with these policies and ensure that they align with the core values and strategic priorities of PRICE.

2.1 Office of Research (Academic)

The Research director(s) provides strategic, scientific, and administrative leadership for the institution's research policy. This role is responsible for setting research priorities, fostering a strong research culture, and ensuring alignment of research activities with institution's mission and long-term goals.

Key responsibilities include:

- Providing overall strategic direction for research programs and initiatives
- Support faculty and investigators in research development, funding acquisition, and career advancement
- Overseeing research quality, integrity and compliance with intuitional and regulatory standards.
- Promoting interdisciplinary, collaborative, and translational research efforts
- Representing the research enterprise internally and externally, including with funding agencies and partners
- Advising institutional leadership on research policy, infrastructure needs, and growth opportunities.

2.2 Office of Research (Operations)

The office of Research Operations provides centralized administrative, regulatory and operational support to ensure the efficient, complaint and ethical conduct of research across PRICE. The office enables investigators to focus on scientific discovery by managing the operational aspects of the research lifecycle.

Key responsibilities include:

- Providing pre and post award grant administration support
- Managing research compliance, including ethic approval, biosafety and regulatory approvals
- Overseeing research contracts, agreements and reporting requirements.
- Supporting research budgeting, financial oversight, and audits
- Facilitating research training, onboarding and operational workflows
- Ensuring adherence to PRICE research policies and external regulations

3.0 RESPONSIBILITIES FOR GOOD RESEARCH PRACTICE

3.1 Responsibilities of All Researchers

Active participation in personal and professional development by all researchers is encouraged, and the points below should be carefully considered.

- Practical engagement and involvement of resource persons as thematic leads, PIs, and supervisors on all research undertaken by interns.
- Maintaining rigorous academic standards in methodology, analysis, and documentation.
- Attending required training on research integrity, data handling, and ethical conduct.
- Ensuring full and accurate attribution of contributions from colleagues, collaborators, and predecessors.
- Upholding honesty and transparency in all communications and reporting related to research.
- Be thorough in documenting, analysing, and reporting data.

3.2 Responsibilities of Supervisors and Principal Investigators (PIs)

Principal Investigators, supervisors, and resource persons hold a crucial responsibility for promoting a research environment characterised by academic integrity, mutual respect, and spiritual accountability. They must:

- Guide their teams in adherence to institutional and ethical standards.
- Create a supportive environment for ethical, rigorous research.
- Provide clear mentorship, oversight, and opportunities for capacity-building.
- Ensure all research activities are ethically reviewed and approved, where required, prior to commencement.
- Facilitate open dialogue on issues of authorship, data stewardship, and research direction.

3.3 Responsibilities of Senior Leadership

Leadership at PRICE, including directors and PIs, must create a culture of integrity, service, and scholarly excellence. They are responsible for:

- Promoting a research culture of transparency, justice, and grace.
- Promoting the principles articulated in this policy document.
- Encourage interdisciplinary and multi-faculty collaborations and continuous innovation.

Ensure that breaches of policy or misconduct are handled swiftly, fairly, and prayerfully, in a manner that honours both truth and reconciliation.

3.4 Composition and Responsibilities of RDMC

The Research Data Management Committee (RDMC) shall consist of the following members:

- PRICE Director (Academics) who shall serve as chairman of the committee
- PRICE Director (Operations)
- PRICE Registrar who shall serve as Secretary of the committee
- All Heads of Department
- Principal Investigators who shall be in attendance

Both the PRICE Director (Academics) and PRICE Director (Operations) shall be senior academics of full professorial status.

The committee shall deliberate on research data management of PRICE such that PRICE shall not suffer encumbrances in research data integrity during the generation, preservation, and use of research data.

4.0 SUBMISSION OF RESEARCH PROPOSALS

4.1 Purpose

Study proposals play an essential role in the stakeholders' efforts to encourage ethical, responsible, and quality research practices. The review process allows for the careful examination of all factors that may pose a risk to the scientific merit and ethical significance of research about human, animal, and other non-human subjects and private information. Through the mandatory requirement of pre-review and approval, institutions are aiming to safeguard the rights and welfare of research subjects, secure them from undue risk, and uphold public faith in the research process. This approach endorses researchers' accountability and is in line with the international standards of ethics (1).

4.2 Scope

The present policy is to be followed by all researchers who may act in the name of PRICE, including any staff, students conducting their postgraduate internship/studies, faculty members, and, when appropriate, external collaborators. All research, be it projects with support from the centre, independent works or results required for a degree, will be subject to the same ethical and procedural guidelines. Its scope of application covers the research carried out in most areas, although preferably in the aforementioned ones, engineering, biomedicine, mechatronics, and ICT at large, as long as there are ethical issues involved.

4.3 Requirements for Proposal Submission

Before any research activities commence, a comprehensive proposal must be submitted by the principal investigator (PI) for an official review by the RDMC. The proposal will serve as a roadmap for the intended research study and should include an organised plan with an appropriate rationale. The following essential elements must be present:

- Background and title of the proposed study: title must be captivating, summary of the body of literature, and rationale of the study.
- Research Questions and Objectives: specific aims/goals and hypotheses or questions addressed in the proposed study.
- Methodology: the study design, recruitment of participants, inclusion/exclusion criteria, sampling methods, data collection procedures, and the planned statistical or qualitative analyses.
- Risks and Benefits: a reasonable assessment of the potential risks (physical, psychological, social, or legal) and anticipated benefits to the participants or to the community/society. When required and applicable, detailed information on the pre-project risk assessment carried out should be provided.
- Informed Contribution Process: the information that will be given to

the participants and the strategies for acquiring informed consent.

- Data confidentiality and protection measures: procedures for ensuring participant data security and compliance with data protection laws.
- Budget and timeline: an accurate funding source and, if applicable, an estimated timeline of activities, particularly for projects with external funding.
- Relevant approvals or permits: regulatory agency/ministry/affiliated institution approval, if applicable.

4.4 Ethical Review Process

The study starts only after the required approval is granted. The ethics review process goes through the following steps:

- Review within the department: the department/faculty performs a preliminary review of research proposal to check if it is academically sound and fits into the centre's priorities.
- Ethics review by RMDC: RDMC performs ethics review of the research. It primarily focuses on the rights and welfare of the involved human beings, informed consent, minimisation of risk, and confidentiality of data and information.
- Scientific merit review: Depending on the type of study, for example, clinical trials, in some scenarios, scientific merit review is also required.

As per the type of study, it can be performed through Expedited Review [applicable to research with minimal risk] or Full Committee Review [applicable to research with high risk]. All reviews must be completed within a maximum of 28 days.

4.5 Compliance with Guidelines

Research proposals ought to follow recognised ethics and organisational policies. Important policies are:

- The Declaration of Helsinki: an international standard on medical research involving human research participants (2).
- CIOMS Guidelines: a joint ethics guideline created by the Council for International Organisations of Medical Sciences (CIOMS) and the World Health Organisation (1).
- Institution policies: Codes of conduct and rules set forth by the host institution.
- Local and national research laws and regulations: policies governing data protection, clinical trials, animal use, and community engagement rights within a country's jurisdiction.

In addition to the policies list, researchers must fulfill sponsor or funding institution demands, including documentation, reporting and accountability requirements.

4.6 Post-Approval Obligations

Additionally, ethical clearance is not a one-time activity. After the proposal gets approved, it is the responsibility of the researcher to:

- Report any protocol modification to RDMC: any procedures, population, data, or team changes require prior review.
- Delivering periodic progress and final reports allow the committee to supervise the conduct of the study and to guarantee ongoing compliance.
- Immediate reporting of adverse events or ethical breaches: RDMC must be notified of any unanticipated harm or deviation from protocol.
- Renewal application for studies that continue: a renewal application is required when the planned research goes beyond the initially approved study period.

4.7 Sanctions for Non-Compliance

The consequences for violations of research ethics policies include the following actions from institutions:

- Suspension or termination of the research project: Should the risk to participants be elevated or if the project deviates significantly from the approved protocol, the program may be suspended or terminated.
- Withdrawal of funding or institutional support: Unapproved studies are subject to the funding agency withdrawing its support and may further cause an ethical issue if support was provided despite knowing the unethical nature of the study.
- Disciplinary actions such as academic sanctions, loss of supervisory privileges, or service termination. Published research findings may also be retracted by journals in case ethical issues arise after publication.

5.0 ETHICAL, REGULATORY AND COMPLIANCE ISSUES

Peace House Research and Innovation Centre of Excellence (PRICE) upholds the highest standards of ethical behaviour, regulatory compliance, and institutional integrity. PRICE will carry out all study-related developments and activities using biological specimens and data obtained from human or animal subjects following institutional policies, national and state laws and regulations, and internationally recognised ethical guidelines, such as those stated in the Declaration of Helsinki report.

5.1 Human Subjects and Informed Consent

All samples used in human studies shall be collected only from human subjects who have given their informed consent to the use of samples and data for the purpose of research. The informed consent process shall be with complete adherence to the guidance given in the RDMC-approved informed consent documentation. This will ensure that the subjects shall have adequate information regarding the objective of the study, description of the samples and data to be obtained, possible risks involved, confidentiality maintenance measures, and their right to withdraw from the study at any time without any penalty or impact on their health care. In case the studies involve previously prepared bio-banked samples from human subjects, the intending principal investigator shall obtain appropriate RDMC approval to justify that the informed consent as received earlier is comprehensive and valid for the secondary purpose usage.

5.2 Data Privacy and Confidentiality

All clinical and sequencing data and biospecimens will be de-identified, and coded identifiers will be applied. The re-identification key will be kept confidential and only accessible to authorised personnel involved in the study. The key will be stored and maintained in a secure manner in accordance with Health Insurance Portability and Accountability Act (HIPAA) regulations (3) and institutional data governance and data protection policies. Data will be maintained in encrypted, access-controlled servers with periodic audits for security compliance.

5.3 Regulatory Oversight and Biosafety

Biosafety guidelines: All laboratory practices will be performed in certified biosafety level 2 (BSL-2) laboratories and adherence to institutional biosafety policy. The investigators will get approval from RDMC for using recombinant DNA and viral vectors (e.g. lentiviral transduction of primary T cells) and human blood or PBMC samples. The personnel employed in these activities will be trained and provided documentation related to biosafety guidelines, bloodborne pathogens and chemical hygiene.

5.4 Use of Genomic Technologies

Potential theoretical risks of re-identification exist in genomic approaches studies. The identified genetic loci will be the minimum required, and no whole genome or whole exome sequencing will be undertaken. Data will be shared according to NHREC GDS policy (4). De-identified datasets will be uploaded to repositories approved by the relevant office.

5.5 Transparency and Conflict of Interest

Potential risks of participant re-identification are connected with genomic investigation approaches. To minimise this risk, investigators perform analysis of only those regions that are necessary for the study and do not proceed to whole-genome and whole-exome sequencing. Data-sharing pairs with the National Health Research Ethics Committee (NHREC) Genomic Data Sharing (GDS) policy. The de-identified datasets are deposited in the pre-approved repositories. Publication of results will follow the international standard guidelines for authorship and transparency.

All investigators who are participating in the creation or commercialisation of Intellectual Property (IP) are required to disclose any possible financial conflicts of interest or other relationships with outside organisations. If warranted, conflict of interest (COI) management strategies will be created in accordance with the requirements of the centre and the sponsoring organisation to ensure that any commercial interests do not interfere with the integrity of the research or the well-being of subjects.

Common sources include financial ties to industry, intellectual property interests, advisory roles, or personal relationships. While conflicts of interest do not inherently imply misconduct, transparency and disclosure are essential to maintain scientific integrity, public trust, and the credibility of the research process. Proper identification, disclosure and management of potential conflicts help ensure that research conclusions are driven by data and scientific rigor rather than external interests. A non-disclosure agreement should be put in place for all research projects that are commercially sensitive and approval should be taken from the RDMC before any part of the project can be communicated outside the project stakeholders.

5.6 Oversight and Monitoring

Regular internal monitoring will be conducted by the research team to guarantee compliance with approved protocols and adherence to compliance frameworks, as applicable. Any changes concerning protocols shall be reported immediately to the RDMC, as appropriate. If required by the funding agency or RMDC, a data safety monitoring plan will be utilised, especially for studies with prospective interventions and/or human sample collection.

6.0 INTELLECTUAL PROPERTY AND COMMERCIALISATION

The PRICE program acknowledges the importance of Intellectual Property (IP) protection and ethical commercialisation in making scientific breakthroughs and transferring technologies that can turn innovations into applications for improving all areas of research outcomes within the PRICE. All discoveries, inventions and materials produced in this research will be duly governed and handled under the institution's policy for IP, relevant national legislation and within National and International funding agreement terms or partnerships. As per our lessons from Christ, we received freely and therefore should give freely. All intellectual property is completely owned by the Lord and given to the investigators under stewardship. It should not be made in any manner for commercialisation.

6.1 Intellectual Property Management

Intellectual property generated by PRICE-related research (including, but not limited to, discovery, diagnostic assay or biologic, robotics, genetically engineered cell line, sequencing method or platform, data processing algorithm, etc.) will be timely disclosed to the RDMC who acts as the institution's Technology Transfer Office (TTO) and IP (intellectual property) management entity. Each disclosure shall be assessed for patentability, licensing opportunity, and compatibility with the public good. Inventorship shall be decided according to Nigerian patent law (or applicable jurisdiction) and based on contribution to the idea of the invention.

Inventors will file patent applications, when applicable, to obtain IP protection prior to public disclosure date. All material transfer agreements (MTA), confidentiality agreements (CDA), Non-disclosure (ND) and inter-institution agreements (IIA) related to the sharing of IP will be obtained in collaboration with TTO and legal office.

6.2 Collaborative and Third-Party IP

Where there are external collaborators, the ownership of IP and rights inventor of inventions made in future will be pre clearly stipulated from the onset in a sponsored research agreement or a collaboration agreement and memorandum of understanding, such that there is inclusivity in the dealing of background IP (pre-existing technologies) in the project, joint inventions, rights to publication and resource sharing that are vital in averting conflicts of interest. Where collaborators provide proprietary material or platforms (for instance, technology or bioinformatics tool), the terms of use and licensing will be brought to the table and negotiated out and documented. Where the research is funded through federal grants or non-profit organisation grants, the IP policy of the funding agency in line with PRICE IP policy will be adhered to, including the obligation to report any inventions via agreed platforms.

6.3 Commercialisation Strategy

Technologies having translational value could be analysed for their potential

regarding their commercialisation, regulatory and practical implications for the end-user. The centre shall seek to implement licensing strategies when feasible to existing enterprises, spin-offs or public-private partnerships. All of these shall be governed under the principle of Christ, being one of the core elements of the PRICE structure. Investigators shall engage with the TTO to explore partnerships and ensure that licensing agreements uphold fair market values while allowing for continued rights for academic exploration and public good. Royalties and income accrued from commercialisation will be allocated in accordance with PRICE institutional guidelines. Any potential commercialisation will focus on equitable access provisions and ethical implementation, specifically for technologies focused on global health challenges, albeit challenges facing Nigeria and the Africa continent. Open-access licensing or tiered pricing levels may be proposed to ensure equitable access in poor and deprived settings.

6.4 Data Sharing and IP Considerations

We ensure the responsible sharing of research data, in line with the open science mandates, while protecting the intellectual property of the outputs as a key priority. Datasets funded through public grants will be shared via endorsed repositories, under suitable data usage agreements upholding the confidentiality of the participants and the integrity of the IP rules.

7.0 MANAGEMENT OF RESEARCH DATA

It is imperative, as a faith-based Research Centre of Excellence to ensure accurate capture of data and preservation in a way that enables ease of retrieval. All data should be stored with considerations for privacy and accountability. Where appropriate, data sharing should be open to all faculty in line with PRICE policies, established agreement with collaborating stakeholders and in line with any prevailing ethical standards. PRICE holds the outright right to withhold access to any data linked to any project considered proprietary or with identified commercial values. A non-disclosure agreement must be signed before the release of such data, which under no circumstances should be made public.

7.1 Research Data

- Data obtained from publicly funded research should be made open and readily available with limited restrictions. Where research is carried out in collaboration with organisations funded by the public, a data sharing agreement must be clearly defined from the outset and can only be changed where all stakeholders agree on the change. All changes should be annexed to the existing agreement and signed by all parties.
- Interpretation of research data should include any digital or physical material necessary to support research. Depending on the discipline, such material may include raw data captured from instruments, data acquisition platforms, photographic images, derived data, documents, spreadsheets, laboratory notebooks, research logs, models, software, cloud repository, or any other medium holding information linked to the research, including all metadata.

7.2 Managing Research Data

- Researchers should work with the PRICE Research Data Management Committee to establish a robust research data management plan appropriate for their research. Also, research data outputs to retain for future validation and reuse must be identified, particularly data included in all external publications. Where in existence, PRICE data management platform (DMP) must be used for planning all research projects that will generate, use or re-use data. Where DMP is non-existent, all documentation of data-related research exercises should be carried out with the knowledge of RDMC and copies/updates jointly submitted to the committee at an agreed regular interval by the researchers and their supervisors.
- Researchers must keep a clear, legible and logical record of all the procedures followed with dates. Also, all data and results must be recorded in their research logbook. This is extremely important for future reference if asked about the conduct of research and compliance with stakeholders' data access policy.
- For collaborative research, data ownership should be clearly stated as it is being generated. With no clear boundaries as to ownership, RDMC will work

with external collaborators' representatives to agree on ownership based on verifiable evidence.

7.3 Storing Data and its Future use

- Following the patent protection limited period of about 20 years in Nigeria, according to the World Intellectual Property Organisation, long-term valued data must be securely held and accessible by PRICE and external collaborators (only if named as part of data ownership or linked IP to the data) for 20 years, subject to review after.
- Post 20-year review is subject to the supervisor, faculty and the RDMC, who decides if data is still of any commercial value considering technology evolution and likely patent expiration. A shorter review time of 10 years may be considered if only a very similar study has been published and cited by others in a public repository.
- It is expected that the supervisors on research projects should guide the researchers in reporting all publishable research outcomes in a publishable journal format and deposit in a trusted repository before submission for high-impact journal publication. The RDMC should be informed and permission obtained before final submission.

8.0 PUBLISHING RESEARCH

Authors should model truth in their work: “Therefore each of you must put off falsehood and speak truthfully to your neighbour, for we are all members of one body” (Ephesians 4:25).

8.1 Expectations Placed on Researchers

- PRICE interns must be groomed and obligated to publish their research findings classified as non-proprietary by the RDMC. The research outputs should be internally reviewed and then submitted to a reputable journal for an external peer-review process.
- Publication must be authorised by the publishing authors and a data statement included. Authorisation should cover the paper content, data presented, internal review process adequacy and intended place of worship. Before publication, RDMC should be contacted for consideration of the publication's result, novelty and inventiveness.

8.2 Authorship

In the context of good research practice, clarity on what constitutes authorship is necessary and important to define the authors' and contributors' roles. PRICE expects authorship to be based on

- Clear notable contributions to the idea conception, review of literature, work design, data acquisition and analysis, data interpretation, manuscript drafting, critical revision for intellectual content, project supervision, grant applications and agreement to be accountable for all aspects of the work.
- Agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.
- In all PRICE research publications, CRediT (Contributor Roles Taxonomy) statement shall be included in a research publication wherever possible. All co-authors should review and confirm their roles, and this information should be provided to the publisher. No honorary authorship or acknowledgement should be acceptable. All individuals who make a substantial contribution to a paper must be listed on the publication. All other contributions that do not qualify for co-authorship should be separately acknowledged officially. Financial contributions from funders who supported the research must also be acknowledged.
- Authors' affiliations should be accurately worded in all publications.
- In the case of an authorship dispute arising among participants on collaborative projects, participants should, in the first instance, embrace internal discussion between all the collaborators. If no resolution is reached, advice should be sought from the RDMC. A room should be provided for interns to have their voices heard without prejudice.

- Authors should verify and ensure the final manuscript is free of copying risks involving ideas, data or text from others' work without acknowledgement. Self-plagiarism should be avoided, and a plagiarism check carried out before final submission.

8.3 Publication Journal Choice

- The choice of a publication journal could sometimes be complicated; as such, PIs and supervisors should be actively involved. Expert advice should be sought from experienced academics and the RDMC.

8.4 Retraction and Corrections

- Retraction should be avoided through diligent research process. Any correction notices should be communicated to the RDMC on receipt, and corrections should be attended to as a matter of urgency. All co-authors should be notified as quickly as possible. Where a retraction order has been issued, the RDMC and the PRICE leadership should investigate and document all the findings. Lessons learned should also be communicated to prevent future recurrence.

9.0 GRANT MANAGEMENT: SUPPORTING EARLY-CAREER RESEARCHERS (ECRS)

9.1 Purpose and Rationale

Postgraduate students, postdoctoral fellows and junior faculty, collectively referred to as early-career researchers (ECRs) within PRICE, are key to the centre's continued research sustainability and originality. ECR grant administration can be a practice that both encourages its own development and strengthens the centre's research capacity, profile and impact. This policy intends to emerge as a guidance policy that will promote ECRs' mentorship and capacity development and provide administrative assistance in obtaining, administering and implementing funded research projects with integrity and excellence.

9.2 Eligibility and Definition of ECRs

For this policy, an **early-career researcher (ECR)** is defined as an individual who:

- Has obtained their highest degree (e.g., PhD, MD, MSc) within the past 7 years.
- Holds a junior faculty, postdoctoral, or research fellow position.
- Has not previously held a principal investigator (PI) role on a major research grant.
- Postgraduate students involved in externally funded research are also covered under this policy for training and mentorship purposes.

9.3 Institutional Commitments to ECR Grant Management

9.3.1 Capacity Building and Training

- Frequent short courses and workshops on the following: grant writing, project management, budgeting, compliance, reporting, etc.
- Discipline-specific seminars related to funding landscapes, calls for proposals, and available funding opportunities.
- Resourcefulness with templates and tools for preparing proposals such as logic model framework tools, Gantt chart and budgeting tools.

9.3.2 Mentorship and Supervision

- The mechanisms will involve pairing ECRs with experienced faculty mentors to work collaboratively in developing grant proposals.
- Encouragement of co-investigator or co-PI roles for ECRs on senior faculty grants.
- Formal mentoring plans are required for ECRs leading externally funded projects.

9.3.3 Pre-Award Support

- Identification of relevant funding opportunities through a centralised research office or database.
- Review of draft proposals by internal peer-review panels.
- Institutional letters of support and ethical review facilitation.

9.3.4 Post-Award Management

- Administrative support for financial tracking, procurement, HR, and compliance.
- Monitoring of project milestones and deliverables through the Research Office. Capacity-building in data stewardship, open science, and knowledge Translation.

9.3.5 Protected Time and Recognition

- Workload adjustment or teaching release for ECRs actively engaged in funded research.
- Recognition of grant acquisition and management in performance appraisal and promotion.
- Provision of internal seed funding or pilot grants to build competitive track records.

9.3.6 Roles and Responsibilities

Stakeholder	Responsibilities
Faculty Mentor	Develop proposals; seek mentorship; attend training; manage project deliverables
Research Office	Guide proposal development; oversee research integrity; provide professional development
Finance Office	Facilitate funding identification; provide grant management tools; ensure compliance
Department Heads	Track expenditures; assist with budgeting and reporting. Support workload flexibility; encourage cross-collaboration opportunities

9.3.7 Monitoring and Evaluation

- Periodic review of ECR grant outcomes (publications, impact, funding renewals)
- Collection of feedback through surveys and interviews with ECRs and mentors
- Continuous improvement of training offerings and administrative support based on needs

9.3.8 Strategic Outcomes

- Increased number of ECR-led grant applications and funded projects
- Improved grant management capacity among early-career staff
- Stronger research outputs and career advancement trajectories
- Enhanced institutional reputation and competitiveness in external funding

9.3.9 Alignment with Institutional and National Priorities

This policy aligns with national research development agendas, including:

- Capacity-building for local innovation
- Gender and equity in research leadership
- Sustainable research ecosystems within academia

10.0 POOR RESEARCH PRACTICE AND RESEARCH MISCONDUCT

10.1 Introduction

Research integrity is crucial to the reliability of scientific research and the validity of its findings. The Peace House Research and Innovation Centre of Excellence (PRICE) aspires to create a culture of research ethics, accountability, transparency and excellence. To protect this aspiration, it is important to distinctly identify, pre-empt and address research impropriety and research misconduct.

This policy outlines definitions, examples, reporting procedures, and institutional responses to violations of research integrity.

10.2 Definitions

10.2.1 Research Misconduct

Research misconduct refers to behaviours that fundamentally violate the principles of research integrity. It includes, but is not limited to:

- Fabrication: Making up data, results, or observations and recording or reporting them as if they were real.
- Falsification: Manipulating research materials, equipment, processes, or data such that the research is not accurately represented.
- Plagiarism: Appropriating another person's ideas, processes, results, or words without giving proper credit.
- Misconduct may also involve:
- Intentional failure to follow research protocols approved by ethics committees
- Deliberate breach of intellectual property agreements
- Knowingly misleading authorship claims (e.g., gift authorship, ghost authorship).

10.2.2 Poor Research Practice

Poor research practice refers to behaviours that may not meet the threshold of misconduct but still undermines research quality, ethics, or reproducibility. This includes:

- Inadequate data management and recordkeeping
- Selective reporting of results ("cherry-picking")
- Failure to obtain ethical clearance
- Poor supervision or mentorship of junior researchers
- Inappropriate statistical analysis or unjustified exclusion of data
- Incomplete or inaccurate citation of prior work
- Distinguishing Honest Error from Misconduct

It is important to distinguish intentional misconduct from honest error or differences in interpretation:

- Honest errors are inadvertent and part of the scientific process. These may include miscalculations, mislabeling, or flawed assumptions, and must be promptly corrected when identified.
- Misconduct involves intentional or reckless disregard for scientific norms and is subject to formal investigation and sanction.

10.2.3 Responsibilities of Stakeholders

Stakeholder	**Responsibilities**
Researchers	Uphold research integrity; maintain accurate records; report misconduct; seek clarification when in doubt
Supervisors/Mentors	Model ethical conduct; guide early-career researchers; intervene in cases of poor practice
Research Office	Provide training and resources; receive and investigate complaints; maintain confidentiality
Ethics Committees	Review protocols; monitor compliance; report recurring violations
Institutions	Enforce policy; protect whistleblowers; promote a culture of research excellence

10.3 Procedures for Reporting and Investigation

10.3.1 Reporting

- Suspected misconduct may be reported by any staff, intern, collaborator, or external party.
- Reports should be made in writing to the Research Integrity Officer or designated authority.
- Whistleblowers will be protected from retaliation under institutional whistleblower policies.

10.3.2 Preliminary Assessment

- The designated officer will conduct an initial review to determine if the allegation has merit and whether it constitutes poor practice or misconduct.
- If warranted, the case will proceed to a formal investigation.

10.3.3 Investigation Process

- An independent panel will be formed, including subject-matter experts and legal/ethics representatives.
- Both the complainant and the accused will be given opportunities to present evidence.
- Investigations must be fair, timely, and confidential.

10.3.4 Outcomes

If misconduct is confirmed, disciplinary action may include:

- Retraction or correction of publications
- Loss of research privileges or funding
- Academic sanctions (suspension, demotion, dismissal)
- Notification to funders, journals, or regulatory bodies

10.3.5 Capacity Building and Prevention

The centre commits to the proactive prevention of misconduct through:

- Mandatory research integrity training for all researchers and students
- Access to research ethics guidelines, authorship policies, and data management plans
- Encouraging open discussion of dilemmas and errors in research
- Supporting transparent publication, peer review, and open science

10.3.6 Alignment with International Standards

This policy is guided by and aligned with:

- The Singapore Statement on Research Integrity (2010)

- The US Office of Research Integrity guidelines
- The Committee on Publication Ethics
- The ICMJE and EQUATOR Network guidelines
- Templated after the University of Glasgow Good Research Conduct Policy

10.3.7 Institutional Culture of Integrity

Excellence in research is fundamentally linked with ethical behaviour. The centre promotes a research environment that is built on the values and principles of integrity, respect, accountability, and stewardship. It is understood that integrity entails more than just preventing research misconduct; it is a practice of encouraging ethical research and thinking, responsible supervision and mentorship, and dedication to the truth.

RELEVANT PRICE POLICIES

References

1. Council for International Organizations of Medical Sciences (CIOMS) in collaboration with World Health Organization (WHO). *International Ethical Guidelines for Health-related Research Involving Humans.* 2016.
2. *World Medical Association*. **Declaration of Helsinki: Ethical Principles for Medical Research Involving Human Subjects** (latest published version; first adopted 1964, revised most recently in 2024).
3. Censinet. *18 HIPAA Identifiers for PHI De-Identification*. https://censinet.com/perspectives/18-hipaa-identifiers-for-phi-de-identification
4. NHREC is responsible for national research ethics norms and the *National Code for Health Research Ethics* in countries like Nigeria, which includes oversight of data protection and sample sharing in research. http://nhrec.net/nhrec/statement-on-the-use-of-innovative-or-non-validated-medical-treatment-in-nigeria/

Note:

- This is the first research policy document for the Peace House Research and Innovation Centre of Excellence (PRICE)
- This research policy document is subject to review as determined by the leadership of PRICE