



SOCIETY OF ST. FRANCIS XAVIER, PILAR'S
FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING

(Approved by AICTE & Affiliated to University of Mumbai)

Fr. Agnel Ashram, Bandstand, Bandra (W), Mumbai - 400 050.

Phone : (022) 6711 4000, 6711 4101, 6711 4104

Website : www.frcrce.ac.in • Email : crce@fragnel.edu.in



RESEARCH ETHICS POLICY

Effective from 17th Oct 2022



DR. B. S. DAGA
Member Secretary (Institutional Ethics Committee)

DR. SURENDRA RATHOD
Principal

Moulding Engineers Who Can Build the Nation



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Section 1: Objective

FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING, a premier Engineering College, is committed to develop best quality technical personnel with sound knowledge in basic engineering principles, technical skills, innovative research capabilities and exemplary professional conduct to use technology for the benefit of society with the highest ethical values. The college is established to impart uninterrupted dissemination of knowledge to top ranking students from all sections of the society. The college is responsible to cultivate higher values of honesty, integrity, responsibility, mutual respect for persons and property and respect for human rights.

In order to achieve this, appropriate guidelines are framed to enforce professional ethics in the personal conduct which will be binding on all the students and staff in the college. Institutional Ethics Committee is constituted to formulate Research Ethics Policy for FR. CONCEICAO RODRIGUES COLLEGE OF ENGINEERING.

Section 2: Institutional Ethics Committee (IEC)

The Institutional Ethics Committee shall be comprised of senior faculty members with Principal as the Chairman of the committee. An IEC is established to formalize institutions commitment to the promotion of high scientific and ethical standards in the interest of communities and researchers. All research involving human subjects or data related to human subject as a patient should be conducted in accordance with the three basic principles, namely Beneficence, Respect for Persons and Justice.

Section 3: Responsibilities of Institutional Ethics Committee

- Formulate the Research Ethics Policy for Fr CRCE
- Provide independent and competent review of all ethical aspects of research proposals
- Review research proposals submitted to it within a reasonable time and document its views in writing to the applicant's
- Safeguard the dignity, rights, safety, and well-being of all study participants and communities paying special attention to investigations that may involve vulnerable participants
- Consider the suitability of Investigator(s) for the proposed study with respect to relevant qualification, training and experience.
- Report breaches of Research Ethics Policy or non-compliance of ethical practices among students, faculty and staff to the Principal for taking necessary actions.
- Recommend actions on non-compliance of ethical practices among students, faculty and staff
- Propose corrective actions on report of non-adherence to the Policy.
- Remain trained and up to date on the regulatory requirements



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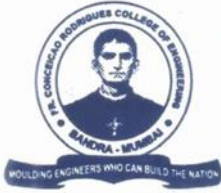
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- Make amendments and clarity to the Policy as and when required.
- If required then review following documents to arrive at the conclusion:
 - (i) Experimental Methodology
 - (ii) Protocols followed during experimentation
 - (iii) Investigators profile
 - (iv) Investigators agreement with sponsor
 - (v) Investigators undertaking

Section 4: Responsibilities of the Students/Scholars

It shall be the responsibility of the students and scholars to:

- (i) Read, understand and be aware of this Research Ethics Policy and subsequent amendments brought to it.
- (ii) Respect the laws of the country, rights of individuals and to conduct in a responsible and dignified manner at all times. One must show due respect to people while interacting for academic purposes by way of data collection, and surveys for student projects.
- (iii) Obtain written consent from human subjects/participants and prior approval of Research Ethics Committee in projects involving any kind of direct measurement of human physiological parameters such as ECG/EMG etc.
- (iv) Ensure that, the rights of an individual will be respected and their property and life will not be put under threat at any circumstances. Academic work must not pose a risk or danger to people or the environment. Necessary clearances and permits/licenses must be obtained while handling, storing and disposing of radioactive, toxic or harmful materials.
- (v) Follow ethical practices in publications/thesis/project reports etc. by checking plagiarism and by avoiding self-plagiarism. Be cautious to avoid so-called "predatory journals" which publish papers with minimal or no review. It is unethical to publish in such journals of this nature.
- (vi) Carefully avoid data fraud and all unacceptable forms of data manipulation, such as or subtracting data points at will, editing images to produce a false result, creating images artificially and presenting them as data or using the same figure or table to describe different experiments. The conclusions claimed in a research paper must be genuine.
- (vii) Honestly claim authorship of documents. The list of authors in research papers, reviews, books, monographs or policy documents should not be manipulated to give undue credit to those who have not contributed ("honorary authorship") or deny credit to those who have contributed sufficiently.



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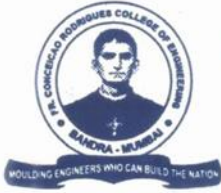
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(viii) Improve the balance of under-represented sections and provide supportive environment by avoiding bias, favouritisms and discrimination of any kind. Academic communities are enriched by the presence of people of different ethnicities, genders, religions, castes, tribes, socio- economic strata, affiliations, backgrounds and sexual orientations. There must not be direct or indirect bias or discrimination against any individual based on the above categories.

Section 5: Responsibilities of Staff

It shall be the responsibility of the members of staff to:

- (i) Read, understand and be aware of this Ethics Policy and subsequent amendments brought to this Research Ethics Policy.
- (ii) Respect the rights of individuals and to conduct in a responsible, unbiased and dignified manner at all times. One must show due respect to people while interacting for academic purposes by way of data collection, and surveys for student projects.
- (iii) Obtain written consent from human subjects/research participants and prior approval of Ethics Committee in projects involving direct measurement of human physiological parameters such as ECG/EMG etc.
- (iv) Ensure that, the rights of an individual will be respected and their property and life will not be put under threat under any circumstances. Academic work must not pose a risk or danger to people or the environment. Necessary clearances and permits/licenses must be obtained while handling, storing and disposing of radioactive, toxic or harmful materials.
- (v) Follow ethical practices in publications/thesis/project reports etc. by checking plagiarism and by avoiding self-plagiarism. Be cautious to avoid so-called "predatory journals" which publish papers with minimal or no review. It is unethical to publish in such journals.
- (vi) Avoid data fraud and all unacceptable forms of data manipulation, such as adding or subtracting data points at will, editing images to produce a false result, creating images artificially and presenting them as data or using the same figure or table to describe different experiments. The conclusions claimed in a research paper must be genuine.
- (vii) Honestly claim authorship of documents. The list of authors in research papers, reviews, books, monographs or policy documents should not be manipulated to give undue credit to those who have not contributed ("honorary authorship") or deny credit to those who have contributed sufficiently.



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Section 6: Procedures for Corrective Action

This Policy is envisaged to employ procedures for dealing with allegations of research misconduct, as well as any other kind of misconduct as described in this document, against its staff and students.

It is compulsory for researchers to adhere to norms of engineering practice and follow all safety guidelines. Researcher should take more pre-caution when human subjects are involved or design & development of products to be used on human subjects are involved. Institute strongly discourages the unethical practices or data collection, data analytics, data reproduction or drawing inference from the data.

(i) Corrective action:

If a publication or report/thesis is found to contain plagiarism or manipulated data, the concerned department must ensure that a correction or retraction is published in the same place as the original paper.

On the other side, if a decision is found to have been made based on a bias or conflict of interest, then it should be overturned and the process must be repeated from first step, if necessary.

In general, every effort must be made to ensure that an unethical action does not succeed in propagating false knowledge or incorrect decisions.

(ii) Punitive action

Should be as per the norms of regulating bodies, publication houses and government agencies.
