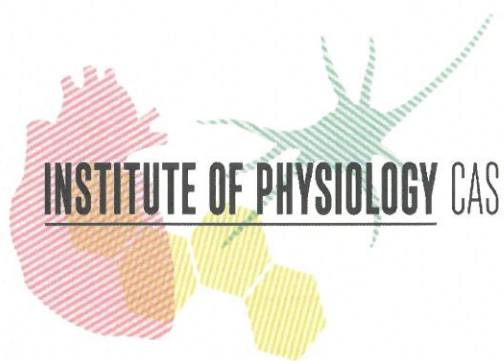




HR EXCELLENCE IN RESEARCH

Code of Ethics for Researchers of the Institute of Physiology of the Czech Academy of Sciences

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I. General principles

Researcher:

(a) be guided in his/her work by the fundamental moral principles, academic values and research integrity principles set out in this Code; these principles, values and principles include, but are not limited to:

- i. freedom of research;
- ii. responsibility;
- iii. honesty, integrity and impartiality;
- iv. respect for others;
- v. justice;
- vi. openness and cooperation;
- vii. equal access;
- viii. trust.

(b) declare any potential conflict of interest arising from his/her position in the Institute and related activities and from his/her other professional or personal activities so as to avoid in particular:

- i. to obtain an undue advantage;
- ii. to the detriment of the reputation of the Institute, to the detriment of workplace relationships and relationships within the professional community;
- iii. to exert influence in the interests of foreign entities;

(c) devotes himself/herself to the research being conducted with full professional and personal commitment;

(d) require conduct from co-workers that is consistent with this policy;

(e) does not advocate or condone behaviour that is inconsistent with the principles, values and tenets set out in this Code, including by pointing to the need for obedience or loyalty;

(f) considers science and research to be an integral part of culture and the basis of innovation and defends them against possible questioning;

(g) oppose unethical and inappropriate use of scientific knowledge;

(h) broaden and deepen their knowledge and seek to improve their professional skills;

(i) maintains a critical attitude towards his/her own and his/her colleagues' findings and results and is open to discussion and substantive argument;

(j) advocate freedom of scientific thought, expression, exchange of views and information;

(k) reject the use of unscientific approaches and racist, religious, nationalistic and political perspectives in science;

(l) adheres to the principles of impartiality and independence from ideological and political pressures, as well as from the interests and influence of foreign entities;

(m) recognize and promote in the scientific community the principles of sound, trustworthy scientific work and reject any scientific dishonesty and violation of the principles set out in this Code;

(n) does not hesitate to report to the appropriate authorities specified in Article VI(a) and (b) of this Code any breaches of scientific integrity and ethics in scientific research of which he or she has knowledge;

(o) does not waste material resources and energy, and seeks to reduce the climate and ecological footprint of its activities.

II. Principles of research work

Researcher:

(a) focuses its research on extending the frontiers of scientific knowledge and ensures that its practicable results serve the benefit of society;

(b) conduct research in a way that does not endanger society, the environment or cultural values;

(c) research involving human subjects or on biological material of human origin shall be conducted in accordance with international ethical standards for research on human subjects, in accordance with the relevant legislation and after approval by the relevant ethics committee; in the case of clinical trials, also after approval by the relevant state authority

(d) conduct animal research in accordance with international ethical standards for work with experimental animals, in accordance with relevant legislation and after approval of the experimental project by the Expert Committee for the Welfare of Experimental Animals and the relevant state authority;

(e) research using genetically modified organisms shall be carried out in accordance with international ethical standards for work with genetically modified organisms, in accordance with the relevant legislation and on the basis of a permit from the competent state authority;

(f) in the acquisition, processing and evaluation of data, it shall be guided by the general principles (Article I) while respecting the specificities of its discipline. In particular, the following acts are considered incompatible with the principles of scientific integrity: fraud, fraudulence, plagiarism, fabrication, falsification, misrepresentation, deliberate deception and alienation, at any stage of the scientific research process, from conception to publication of results

(g) be responsible for the accuracy and objectivity of the research carried out or directly coordinated by him/her and be aware of the limits of the research methods used;

(h) when publishing findings and results on a particular problem, be responsible for their completeness and verifiability and interpret them without bias;

(i) after publication, retain primary data and documentation of all significant results for the period of time customary in the relevant discipline, unless precluded by other obligations or regulations;

(j) be responsible for the efficient and effective use of research funding, ensure transparent and traceable research funding as a crucial step to prevent double funding in scientific projects and not duplicate research carried out elsewhere unless it is needed to verify, complement or compare results;

(k) communicate the results of its research in a non-confidential manner to the professional public and make them known to the general public in a judicious manner in cooperation with the PR department of the Institute only after their publication in the professional press;

(l) respect intellectual property, not remove it from the workplace where it was created, or in any way devalue it.

III. Principles of publication of findings and results

Researcher:

- a)** be listed as an author or co-author of a publication if the following criteria are met: has made a significant contribution to the research design, collection of relevant data, analysis or interpretation; has contributed to the compilation or critical review of the published text; has approved the final version of the publication and agrees to take responsibility for its content, unless otherwise stated. A senior position in the Institute does not automatically confer the right to co-authorship. Preferably uses the CRediT system (<https://credit.niso.org/>) to define contribution to scholarly work;
- b)** the publication acknowledges the scientific contribution of previously published works to the problem under investigation, to which it is directly related, and when citing the findings and conclusions of other authors, it provides a clear reference to the relevant source;
- (c)** it cites substantial work that is inconsistent with its own results and conclusions;
- d)** if it discovers a significant error in its published data or is notified of an error, it shall take appropriate action, e.g. have an erratum or other correction published or retract the publication;
- e)** not unnecessarily divide results and findings into multiple publications to artificially increase the number of papers;
- (f)** publish with the aim of communicating results and findings to the scientific community, not merely to report work as scientific output;
- g)** publishes its results in respected scientific journals with rigorous peer-review process with emphasis on quality (not quantity);
- h)** does not publish in an ethically or professionally questionable manner and does not use ethically questionable publishing platforms;
- i)** as a corresponding author of the publication, is responsible for the accuracy and authenticity of the published data and the availability of the laboratory journals and all primary data for at least 10 years (for collaborative multidisciplinary publications with multiple corresponding authors, he/she is responsible for at least the data from his/her discipline and team);
- j)** the affiliation of the institute can only be used for publications that were at least partially developed at the institute and where the group leader agrees to indicate this affiliation (in other cases, the institute can be indicated as the "present address" for an author who is currently employed by the institute but obtained the results at another institute);
- k)** affiliation to another institution (e.g. university) may be used if part of the scientific work or its evaluation, data interpretation and preparation of the publication was carried out at this institution. The affiliation of students in doctoral programmes is governed by partial agreements concluded with colleges and universities.

IV. Principles of behaviour towards students and colleagues

Researcher:

- (a)** Recruit students and research associates on the basis of an objective assessment of their intellectual, ethical and personal characteristics in accordance with the adopted and established OTM-R policy;

- (b)** when leading a research team, ensure fairness and openness in mutual communication and avoid unjustifiably autocratic management methods and prevent dishonest behaviour caused, for example, by performance requirements and professional competition;
- (c)** assesses and treats students and colleagues fairly on the basis of their achievements; does not require them to perform activities beyond their duties as defined in their job descriptions and does not make demands on them that are disproportionate to their abilities and capabilities;
- (d)** provide regular mentoring and feedback to its students;
- (e)** in his/her capacity as a supervisor, he/she shall reward his/her students and colleagues solely on the basis of their performance and diligence; in no case shall anyone be favoured or disadvantaged on the basis of sympathy, antipathy or personal relationships;
- (f)** does not discriminate against other persons, in particular on the basis of race, ethnic origin, nationality, language, ideology, religion, belief, world view, age, gender, sexual orientation, gender identity, physical handicap, social origin or property status;
- (g)** does not commit or encourage acts that threaten or harm the psychological or physical integrity of others (bullying, sexual harassment or other forms of aggression);
- (h)** does not abuse his/her senior position or professional authority to engage in manipulative behaviour, intimidation or blackmail; develops independent, critical thinking and a responsible approach to work; and respects the right to freely express views on research;
- (i)** impart by word and personal example his/her knowledge, skills and principles of good conduct in science to his/her students and colleagues;
- (j)** is dedicated to teaching its students, developing their independent and critical thinking and responsible approach to their work, and respecting their right to freely express their views on research;
- (k)** supports the qualification growth of students and subordinate researchers as well as their research and publication activity and international contacts and lists them among the authors of a publication if they have made a creative contribution to its creation - see Article III, point a);
- (l)** promote a positive approach to persons with special needs and improve the conditions for their participation in the academic community.

V. Principles for assessment, evaluation, refereeing and expert activities

Researcher:

- a)** performs the review or other evaluation activity assigned to him/her personally; he/she may discuss the manuscript under review, but may not assign the review to another colleague;
- (b)** protect the intellectual property of the authors of the manuscripts, project proposals and reports under review; it shall not use the data contained in the documents under review for any purpose other than the preparation of the expert opinion and shall not disclose them to any third party;
- (c)** does not deliberately prolong the evaluation of the work under assessment in order to obtain his own advantages or those of a third party;
- (d)** refuses to draw up an expert opinion whose conclusions could be influenced by his personal interest or makes this fact clear in advance; he shall also avoid other deliberate conflicts of interest;
- (e)** the expert opinions are prepared responsibly and only in the field of its expertise and are not subject to any external pressures that could influence the appearance of the opinion;

(f) in evaluation and review procedures, it shall be based on objective criteria, shall comply with the rules of the contracting authority and shall require the same from the other participants in the negotiations.

VI. Procedure for dealing with violations of the principles of good conduct
- *in scientific research work*

Acts incompatible with the principles of ethical conduct in science include, but are not limited to: fraud, forgery, plagiarism, fabrication, falsification, misrepresentation, deliberate deception, and alienation, at any stage of the scientific research process, from the plan to the publication of the results.

Possible violations of the principles of good conduct in science are being addressed:

- (a) directly at the level of the workplace at the level of its organisational structure, always one level higher than the level at which the disputes arose; ad hoc panels (commissions) may be set up at the appropriate level to resolve them;
- b) in the Commission for Ethics of Scientific Work of the CAS, if the solution is beyond the scope of the Institute or if the parties to the dispute are not satisfied with the conclusions adopted at the Institute;
- c) in cooperation with all parties involved, taking care to protect privacy as much as possible; the conclusions of the solution must be communicated to all parties involved and include measures leading to correction if a violation of the ethics of scientific work is found; in this case, the provisions of Article 65 of the Statutes of the CAS or the Labour Code may be used in justified cases.

VII. Sources

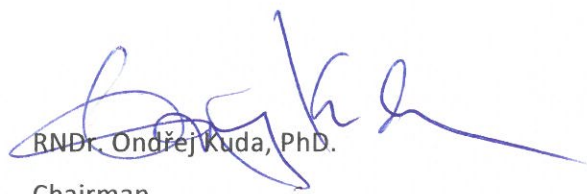
The Code of Ethics for Researchers of the Institute of Physiology of the CAS is a modified version of the Code of Ethics for Scientific Research in the Academy of Sciences of the Czech Republic. The following material was also used in its preparation:

ALLEA (2023) European Code of Research Integrity - revised edition 2023 (English). Berlin. DOI 10.26356/ECOC-Czech:
<https://allea.org/wp-content/uploads/2024/02/The-European-Code-of-Conduct-2023-CZ.pdf>

VIII. Effectiveness

This Code of Conduct shall take effect on 3 June 2024.


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Director
Institute of Physiology CAS


RNDr. Ondřej Kuda, PhD.
Chairman
Board of Institute of Physiology CAS