

SAAFE Limited Ethics and Research Conduct Policy

1. Scope

1.1. This Ethics and Research Conduct policy applies to all employees, officers and contractors of SAAFE Limited (**SAAFE Ltd.**), as well as researchers, project partners, participants and their respective staff or volunteers affiliated with SAAFE Ltd and/or engaged in the conduct of research as part of the SAAFE CRC Research Program. For the avoidance of doubt, this includes any and all business operations, governance and administration, research and development activities, fieldwork, laboratory work, and any other activities that form part of the SAAFE CRC Research Program.

2. Purpose and Objective

- 2.1. SAAFE Ltd. understands 'ethics' to mean the process of questioning, discovering and defending one's values, principles and purpose. Research ethics and integrity are principles and practices that ensure high standards, reliability and honesty in scientific research.
- 2.2. It is a core value of SAAFE Ltd. that all research endeavours as part of its CRC Research Program are carried out responsibly, ethically and with integrity in order to achieve high-quality research outcomes, as well as gain credibility and trust amongst stakeholders and the wider community in the practices and activities of SAAFE Ltd. and the CRC Program.
- 2.3. The purpose of this Ethics and Research Conduct Policy is to outline SAAFE Ltd.'s expectations and values with regards to the conduct of research undertaken as part of the SAAFE CRC Research Program.
- 2.4. This includes demonstrating respect for the rights and welfare of all stakeholders, including research subjects, project partners, as well as the broader community, and the environment.

3. Framework

- 3.1. The conduct of research in Australia is governed by a comprehensive framework of laws, regulations, guidelines and codes of practice, including inter al:
 - a) Ethics codes and guidelines set forth by the National Health and Medical Research Council (NHMRC), the Office of the Gene Technology Regulator (OGTR), and all other relevant regulatory bodies in Australia;
 - b) The NHMRC/ARC/UA Australian Code for the Responsible Conduct of Research (2018);
 - c) Where applicable, the NHMRC/ARC/AVCC National Statement on Ethical Conduct in Human Research (2007), guiding ethical considerations for research involving human participants.

- d) the Environment Protection and Biodiversity Conservation Act, Privacy Act, Gene Technology Act, Defence Trade Controls Act, the Australian Code for the Care and Use of Animals for Scientific Purposes and the Animal Welfare Standards and Guidelines;
- 3.2. Whilst acknowledging some of those laws, regulations, guidelines and/or codes of practice that govern research conduct in Australia, this policy does not intend to summarise or re-state the laws or guidelines, and should be read alongside (and not in place of) those instruments.
- 3.3. For the avoidance of doubt, to the extent of any inconsistency between this policy and the governing laws, regulations and/or codes of practice (including but not limited to any inconsistency due to statutory amendment or policy change), to the extent of the inconsistency the latter shall prevail.

4. Principles of Responsible Research:

- 4.1. SAAFE Ltd. acknowledges that the core principles that underpin the responsible conduct of research in Australia are, as articulated by the National Standard for Responsible Conduct of Research 2018:
- a) *Honesty in the development, undertaking and reporting of research;*
 - b) *Rigour in the development, undertaking and reporting of research;*
 - c) *Transparency in declaring interests and reporting research methodology, data and findings;*
 - d) *Fairness in the treatment of others;*
 - e) *Respect for research participants, the wider community, animals and the environment;*
 - f) *Recognition of the right of Aboriginal and Torres Strait Islander peoples to be engaged in research that affects or is of particular significance to them;*
 - g) *Accountability for the development, undertaking and reporting of research;*
 - h) *Promotion of responsible research practices.*

5. Expectations

- 5.1. With the above in mind, SAAFE Ltd. expects that:
- a) all persons act ethically and with integrity;
 - b) all persons engaged in research activities as part of the SAAFE CRC Program are at all times cognisant of and acting in accordance with the relevant contractual and legislative obligations applicable to them, noting that these may be updated from time to time;
 - c) those with primary responsibility for overseeing the conduct of research (that is, the 'project leads') will do so having regard for the applicable laws, regulations, guidelines and/or other codes of practice at all times (including but not limited to obtaining necessary approvals and ensuring that any declarations have been made prior to commencement as may be required by specific project agreements), in addition to leading researchers and program activities with integrity, honesty and transparency;
 - d) partner research institutions and universities will be independently responsible for maintaining current knowledge of and compliance with the relevant laws, regulations and codes of practice for responsible conduct of research (including but not limited

- to data management and publication), and will have protocols in place for managing allegations of researcher misconduct and/or concerns about research integrity;
- e) those responsible for overseeing reporting and publication for and/or on behalf of the CRC will at all times be mindful of the ethical obligations and regulations that apply to the research and ensure that outcomes are reported and published with integrity;
 - f) all persons associated with or working with or alongside SAAFE Ltd. will maintain vigilance with regards to the conduct of research, having regard for the laws and codes that apply to the activities of the CRC, and be cognisant of the appropriate avenues for reporting concerns in relation to ethics or research misconduct.

6. Reporting of Research Misconduct

- 6.1. SAAFE Ltd. strongly encourages any person who holds suspicion or concern in relation to any research activity of SAAFE Ltd. to report that suspicion or concern to the appropriate authority, which may be one or more of the following:
- a) Research project lead;
 - b) Employer or contracting body;
 - c) University or research institution;
 - d) SAAFE Ltd.;
 - e) Governing research council or body;
 - f) State or Federal Ombudsman.
- 6.2. SAAFE Ltd.'s Whistleblower Policy outlines the process for SAAFE Ltd. personnel and other eligible persons to make disclosures in specific circumstances, including in relation to matters of public interest (via the *Public Interest Disclosure Scheme* legislation).
- 6.3. Any person who wishes to report a concern directly to SAAFE Ltd. is encouraged to do so via any of the channels set out in the Whistleblower Policy.