

Ethics Institutional Review Board (IRB)



**OFFICE OF RESEARCH INNOVATION &
COMMERCIALIZATION (ORIC)**



UNIVERSITY OF THE PUNJAB
Quaid-e-Azam Campus
Lahore

University of the Punjab, Lahore, Pakistan

Institutional Ethics Review Board (IERB)

Introduction/Rationale

Many higher education institutions across the world have their own ethical boards/ committees to ensure the ethical SOPs in research. University of the Punjab has only its system of checking plagiarism of research publications and thesis submission at MS/MPhil/Equivalents and PhD levels. But there are some other parameters of quality assurance which need to be ensured by constituting Institutional Ethics Review Board (IERB). This Board is charged to protect the rights, welfare, and privacy of individuals participating as subjects in research process. Such ethical boards/ committee exist in many prestigious national and foreign universities; a few are mentioned below.

1. Agha Khan University (AKU)
2. National University of Sciences and Technology (NUST)
3. Lahore University of Management Sciences (LUMS)
4. National University of Medical Sciences (NUMS)
5. University of Michigan, USA
6. Lancaster University, UK
7. The Ohio State University, USA
8. University of Washington, USA

Roles and Functions of IERB

The major functions of IERB will be as under.

1. Develop SOPs of research ethics and encourage researchers to observe these ethics at different stages of research in different fields
2. Guarantee security of research participants by providing training to the researchers in research ethics.
3. Ensure independent review of research proposals to determine whether they fulfill ethical standards.
4. Determine the acceptability of a research project in terms of institutional commitments and regulations, applicable law, and standards of professional conduct and practice.
5. Assume responsibility for suspension or termination of research projects not being conducted in accordance with ethical requirements.
6. Acknowledge the issues related to research participants.
7. Guide faculty and students to conduct research on meaningful and culturally relevant topics.
8. Issue certificates to departmental journals for seeking higher category in world /Asian / national ranking

Selection of Chair, Secretary and Members

1. The member will be a teacher of University of the Punjab working on regular basis / TTS against the position of Associate Professor or Professor.
2. Each member will be appointed for a period of Two years. The Vice Chancellor may extend the period for the second term of Two years on the basis of his/her contribution in the IERB/ promoting research culture in the university.

3. The head of IERB will be designated as 'Chairman' who will be appointed by the Vice Chancellor from amongst Ten senior most professors having remarkable contribution to research. He/she will be appointed for a period of Two years which may be extended for the second term if he/she will get majority votes of the total members. In case of 50% voting in favour and 50% against, the Vice Chancellor will decide.
4. All Deans of the faculties will be the Ex-officio members of the IERB
5. In addition to the Deans, there will be representation of one or two member/s from each Faculty who will be nominated by the Vice Chancellor, provided that the nominee:
 - a) Is a Professor or Associate Professor (Regular/TTS)
 - b) Is not awarded with any Major penalty during his/her whole career in the University
 - c) Is not convicted in any punishment by any court of law
 - d) Holds at least two years of job to the retirement
 - e) Holds post doc in the relevant discipline
 - f) Possesses at least three years' experience as Managing Editor/Editor/Member Advisory Board/Editorial Board/Reviewer in any three HEC recognized /Impact Factor Journals including one foreign
6. The Director ORIC, Director QEC and Chairperson ^{DPCC} DDPC will be Ex-officio members of IERB.
7. The Vice Chancellor will appoint a Secretary of IERB for a period of Two years from amongst Director ORIC or Chairperson ^{DPCC} DDPC. His/her tenure may once be extended for one more term of Two years by the Vice Chancellor, if he/she gets at least 50% votes from IERB.

Principles Governing Ethics Policy

1. The research will not harm to any research participant or any other member of the community.
2. The researcher will take informed consent on prescribed form devised by the IERB prior to start the research project.
3. Confidentiality and anonymity of information will be ensured by the researcher(s)/department. It will clearly indicate who will have access to data/record (e.g. research student or supervisor or both, research team, department head etc.)
4. IERB may constitute committees at Faculty level or as it deemed appropriate to ensure the research ethics.
5. There will be IERB meeting at least on quarterly basis. The Research Ethics Committees (if constituted) will meet at least once every month.
6. IERB Chair will report to ASRB for all matters.
7. The IERB Chair and Secretary will be the Ex-officio members of ASRB.
8. For any meeting IERB or REC, at least 50% quorum will be required.
9. IERB will submit its comprehensive annual report to ASRB.
10. The decision of IERB will be the final about any matter of dispute at REC. Likewise, the decision of the ASRB will be the final about any dispute at IERB.

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