

RESEARCH ETHICS & PUBLICATIONS POLICY

1. PURPOSE

This policy establishes ethical standards and governance arrangements for all research, studies, evaluations, data generation, publications, and knowledge products undertaken, commissioned, or supported by the Wilson Erhun Foundation for Pharmacy Administration (WEFPA).

The policy ensures that research activities uphold integrity, scientific rigour, ethical responsibility, and respect for human participants, while promoting credible dissemination and responsible knowledge sharing.

2. SCOPE

This policy applies to:

- All research, studies, surveys, evaluations, and data-driven activities
- Publications, reports, policy briefs, journals, and knowledge outputs
- Board members, management, staff, consultants, fellows, researchers, and collaborators
- Partner institutions undertaking research on behalf of or in collaboration with WEFPA

3. GUIDING PRINCIPLES

WEFPA research and publications shall be guided by:

- **Ethical Integrity:** Respect for persons, beneficence, and justice
- **Scientific Rigor:** Accuracy, objectivity, and methodological soundness
- **Transparency:** Honest reporting and disclosure of funding and interests
- **Accountability:** Responsibility to participants, funders, and the public
- **Knowledge for Impact:** Use of evidence to inform policy, practice, and development

4. ETHICAL STANDARDS FOR RESEARCH

4.1 Ethical Approval

- Research involving human participants, personal data, or sensitive information shall obtain appropriate ethical approval from a recognised ethics committee where required.
- Evidence of ethical approval shall be documented prior to commencement.

4.2 Informed Consent

- Informed consent shall be obtained from participants prior to participation.
- Consent processes shall be voluntary, informed, and culturally appropriate.

4.3 Confidentiality & Data Protection

- Participant confidentiality shall be protected at all times.
- Data shall be handled in accordance with the **Data Protection & Privacy Policy**.

4.4 Safeguarding

- Research involving children or vulnerable persons shall comply strictly with the **Safeguarding & Protection Policy**.

5. RESEARCH GOVERNANCE

- All WEFPA-supported research shall be approved through established governance processes.
- Research objectives, methods, funding sources, and outputs shall be clearly documented.
- Conflicts of interest must be disclosed and managed appropriately.

6. PUBLICATIONS & DISSEMINATION

6.1 Authorship

- Authorship shall reflect substantial intellectual contribution.
- Honorary, guest, or ghost authorship is prohibited.
- Authorship disputes shall be resolved transparently and fairly.



6.2 Acknowledgement & Attribution

- Funding sources, institutional affiliations, and contributions shall be appropriately acknowledged.
- WEFPA's role shall be accurately represented in all outputs.

6.3 Accuracy & Integrity

- Findings shall be reported honestly and without fabrication, falsification, or selective reporting.
- Limitations and uncertainties shall be clearly stated.

7. INTELLECTUAL PROPERTY & OWNERSHIP

- Intellectual property arising from WEFPA-supported work shall be managed in accordance with applicable agreements and policies.
- Use of WEFPA's name, logo, or materials requires authorisation.

8. OPEN ACCESS & KNOWLEDGE SHARING

- WEFPA supports responsible knowledge sharing to advance learning and impact.
- Where feasible, publications may be made openly accessible, subject to ethical, legal, and donor considerations.

9. MISCONDUCT IN RESEARCH

Research misconduct includes:

- Plagiarism
- Data fabrication or falsification
- Unethical research practices
- Misrepresentation of findings

Allegations of misconduct shall be investigated in line with applicable policies.

10. ROLES & RESPONSIBILITIES

Board of Trustees

- Oversight of research integrity and knowledge governance

Executive Management

- Approval and monitoring of research activities

Researchers & Authors

- Compliance with ethical and publication standards

11. NON-COMPLIANCE & SANCTIONS

Breaches of this policy may result in:

- Withdrawal of approval or funding
- Retraction of publications
- Disciplinary action
- Legal or regulatory consequences

12. MONITORING & REVIEW

This policy shall be:

- Reviewed every three (3) years or earlier if required
- Updated to reflect evolving ethical standards and research practices

13. RELATED POLICIES

- Data Protection & Privacy Policy
- Safeguarding & Protection Policy
- Code of Ethics & Conduct
- Conflict of Interest Policy

