

Equality Impact Assessment Form

Please ensure you have read the EIA Policy and Guidance document before completing this form. If you need assistance, please contact the EDU. Please return the completed form to the EDU.

STEP 1 – Define policy/practice			
i. Name of policy/practice/significant change			
Research Misconduct Policy			
ii. Owner of policy/practice (College, School/Research Institute or Service)			
Research Integrity Team, Research Services Directorate			
iii. Date of policy/practice approved			
08 June 2023			
iv. Approved by? (Committee, College, School or Service)			
Approved by Research Planning and Strategy Committee (RPSC)			
STEP 2 – Description of policy/practice			
i. What are the aims?			
To set out the policy and procedures for investigating allegation of research misconduct received by the university			
ii. Who does it cover?			
All university employees, all visiting researchers including those with honorary/affiliate status, all matriculated PGR students, visiting PGR students and contractors engaged by the university.			
iii. How often is this policy/practice reviewed?			
The policy is based on national guidance and is subject to review whenever there are updates to national guidance and policy. The policy is also a living document and is reviewed when internal policies and guidance is updated.			
STEP 3 – Could there be any implications for a protected characteristic group (as defined by the Equality Act 2010) in this (or the development of) policy/practice?			
STEP 3a – Yes, there is a potential implication or barrier for a protected characteristic group.			
Please tick all that are relevant			
	Protected Characteristics	Tick ✓	Notes
	Age		
	Disability (including BSL users)		
	Gender Reassignment (including Gender Neutral Language)		
	Marriage and Civil Partnership		
	Pregnancy and Maternity		
	Race		
	Religion or Belief		
	Sex		
	Sexual Orientation		
If any of the above have been ticked - Go to Step 4			

STEP 3b – No, there are no potential implication or barrier for a protected characteristic group.
Go to Step 8

STEP 4 – What evidence do you have for this conclusion (potential implication for a protected characteristic group)?
Briefly explain:

STEP 4a – Does the evidence show a positive impact?
Please provide an example and attach evidence:
Go to Step 5

STEP 4b – Does the evidence show a negative impact?
You need to consult with relevant stakeholders – the EDU will assist with this process. Provide brief details and attach evidence:
Go to Step 6

STEP 4c – Does the evidence show NO impact?
Attach evidence:
Go to Step 8


STEP 5 – Continue to promote good opportunity for all people
Promote and implement as exemplar policy/practice
Go to Step 8

STEP 6 – Involve and consult stakeholders to address any negative impacts?
EDU will assist with this process. Provide brief details of involvement and consultations:
Go to Step 7

STEP 7 – Outline any changes made to the policy/practice as a result of the consultation
Provide details of changes:
Go to Step 8

STEP 8 – Publish results (as required by law)
Return this form, once completed, along with copy of amended policy or practice and any relevant information, to the EDU for annual reporting and for inclusion on the University website. Please note items sent to EDU here:
The updated and approved Research Misconduct Policy
Go to Step 9

STEP 9 – Regular review
Regular reviews ensure that policy and practice is kept up to date and meets the requirements of current equality legislation. Where a negative impact has been identified and remedial actions are being implemented, the policy owner should define a timescale for review. Please give details of review process:

SIGN OFF PROCESS	
Name of EIA Owner	Amanda McKenna
Signature	
College/School/RI/Service	Research Services Directorate
Date of Completion	20 July 2023
Date received by EDU	
Approved in Principle?	YES NO
Any actions required? Please specify	
Signed on behalf of EDU	Mhairi Taylor
Date	20/12/2023