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| **FACULTY OF NATURAL AND AGRICULTURAL SCIENCES****RESEARCH ETHICS COMMITTEE** |
| **USE OF INTERNAL AND EXTERNAL NUMERIC DATA SETS IN RESEARCH***Modified May 2016* |

*The Research Ethics Committee endeavours to ensure that research undertaken in the Faculty of Natural and Agricultural Sciences conforms to acceptable standards of ethics in terms of the*

*University of Pretoria regulation reg0205A*

**Research ethics pertaining to numeric data**

Numeric data is quantitative data gained from observations transcribed into numeric units of measurement. A set of numeric data can be aggregated into definable clusters according to defined parameters. This numeric set can be subjected to mathematical models that would include statistical models, differential equations, dynamical systems, game theory modelling and others.

The owner of the numeric data other than the University is a legal entity or private person or family who can prove to be the owner, trustee, custodian or in any manner hold the proprietary and / or intellectual property rights of the data.

Research ethics pertaining to numeric data is intended to ensure:

* The numeric data is of ethical origin.
* The analysis of numeric data is done by applying the appropriate models or is used by applying principles of mathematical modelling to test hypotheses.
* The derived results will be used in an ethical manner.
* The use of external data is legitimate with the approval of the data owners and an intellectual property agreement exists between the data owners and UP.
* Using numeric data may require the approval of other UP ethics committees such as the Health Sciences.

Complete the following sections and forward to ethics.nas@up.ac.za

Insert page breaks to avoid tables being split over pages.

Keep in Word format and do not convert to pdf-format.

You will receive an acknowledgement of receipt and the reference number of the application.

The application will be sent to reviewers and you will be notified of the approval by letter.

**SECTION A: RESEARCHERS**

**A 1. Project Title**

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**A 2. Researcher(s)**

**A 2.1 Principal investigator: The PI is an academic or researcher of the University of Pretoria.**

(Replicate tables or add rows below each table as necessary)

|  |  |  |
| --- | --- | --- |
| **Title and name** | **Department / Institute / Unit** | **Contact details** |
|  |  | **UP telephone** |  |
| **Cell phone** |  |
| **E-mail: UP** |  |
| **E-Mail: Alternate** |  |

**A 2.2 Internal and/or external co-researcher(s)**

|  |  |  |
| --- | --- | --- |
| **Title and name** | **Department / Institute / Unit / Company** | **Contact details** |
|  |  | **Telephone** |  |
| **Cell phone** |  |
| **E-mail: Department / Institute / Unit / Company** |  |
| **E-Mail: Alternate** |  |

**A 2.3 Graduate student(s) who may be intending to submit a dissertation or thesis based on this project**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Qualifications** | **Department** | **Cell phone** | **E-mail** |
|  |  |  |  |  |

**A 2.4 The PI declares that this project has the consent of the co-researcher(s) and student(s). (Enter Yes)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Co-researchers** |  | **Students** |  |

**A 2.5 Student assistantship(s) if applicable**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Qualifications** | **Department** | **Cell phone** | **E-mail** |
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**A 2.6 Specialised services (E.g. Statistician)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Qualifications** | **Department** | **Cell phone** | **E-mail** |
|  |  |  |  |  |
|  |  |  |  |  |

**A 3. Intended degree (Mark X)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Honours** |  | **Masters** |  | **Doctorate** |  | **Not applicable** |  |

**A 4. Funding**

**A 4.1 Is this project fully funded?**

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| --- | --- |
| **Yes / No** |  |

**A 4.1.1 If yes, please provide the contact details of the funding body**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of organisation** | **Contact person** | **Telephone** | **E-mail** |
|  |  |  |  |

**A 4.2 Does the funding of the project depend on the project being approved by the Ethics Committee?**

|  |  |
| --- | --- |
| **Yes / No** |  |

**SECTION B: DATA**

**B 1. The PI declares the source of the numeric data**

|  |  |  |
| --- | --- | --- |
| **Title and name of responsible person** | **Department / Institute / Unit / Company** | **Contact details** |
|  |  | **Telephone** |  |
| **Cell phone** |  |
| **E-mail: Department / Institute / Unit / Company** |  |
| **E-Mail: Alternate** |  |

**B 2. The PI declares that the person noted in B 1 has given written permission that is attached to this application to use the internal or external numeric data.**

|  |  |
| --- | --- |
| **Yes / No** |  |

**B 3. The PI declares that the numeric data was derived from ethical procedures.**

|  |  |
| --- | --- |
| **Yes / No** |  |

**B 4. Recording data at the point of measurement. (Mark X)**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Laboratory book |  | Electronically |  | Voice recorded |  | Other forms |  |

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| ***If other, please describe:*** |

**B 5. Archiving data and results: Digital archiving of data is a requirement of UP, which is noted by the PI and owner of the data. (Mark X)**

|  |  |  |  |
| --- | --- | --- | --- |
| PI: Noted |  | Owner: Noted |  |

**B 6. Intellectual property (IP): The PI declares the interests in the IP of this research project by the University and the participating persons of UP and the owner of the numeric data and participating persons.**

*Examples: a: Data provided by FNB to study poverty in Gauteng. FNB relinquishes all IP to the UP. b: Prof XYZ is the project supervisor, while Mr J is the PhD candidate analysing the data with the assistance of the IT Dept. The participants agree that the IP resides equally with all persons, and that the PhD candidate has the first option to be principal author of research papers.*

 **a. UP**

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 **b. Owner (Mark X)**

|  |  |  |
| --- | --- | --- |
| **Relinquishes IP to UP unconditionally and exclusively** |  |  |
| **Relinquishes IP to UP conditionally** |  |  |
| **Conditions** | **Analyse the data using appropriate models** |  |
|  | **Collate the results in a student’s thesis with no public access to results** |  |
|  | **Consult with the owner for any publication of the results** |  |
|  | **Other conditions\*** |  |

|  |  |
| --- | --- |
| \*State other conditions |  |

**B 7. Conflict of interest: The PI declares any conflict of interest to be noted that may exist between the owners of the numeric data and UP as represented by the PI or any of the participants or assistants or service providers.**

|  |  |  |  |
| --- | --- | --- | --- |
| **None: Mark X** |  | **Yes:****State** |  |

**SECTION C: PROJECT DETAILS**

**C 1. Aim of the project**

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**C 2. Scientific justification to use data sets supported by relevant scientific literature (limit 500 words)**

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**C 3. Materials and methods**

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**C 4. Conduct with regard to data when information becomes irrelevant / when the project is stopped**

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**C 5. Estimated starting date and duration of the project**

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| --- | --- |
| **Starting Date** | **Duration** |
|  |  |

**C 6. Planned application/announcement of results (X)**

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| --- | --- |
| **Thesis / Dissertation** |  |
| **Scientific journal** |  |
| **Contract report** |  |
| **Direct application in industry** |  |
| **Popular scientific publication** |  |
| **Report for an award** |  |

**C 7. Will this project contribute to your Department’s academic programme?**

|  |  |
| --- | --- |
| **Yes / No** |  |

**C 8. Literature References**

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**SECTION D: SIGNATURES**

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| **Principal Investigator**: |  | **1Student**: |  |
| Date |       | Date |       |
| **1Co-investigator** |  |  |  |
| Date |  |  |  |

1If applicable. Add rows as necessary.