



# SCIENCE INTEGRITY POLICY

## FACT SHEET FOR DIRECTORS, MANAGERS AND SUPERVISORS

The Department of National Defence (DND) and Canadian Armed Forces (CAF) [Science Integrity Policy \(SIP\)](#) seeks to foster and promote a culture of scientific integrity and to ensure the relevance and reputation of DND/CAF research, science and technology expertise.

The SIP applies to all DND employees and CAF members who design, conduct, communicate, manage, review or make use of defence and security research, science or related activities, and/or DND research facilities. This includes external contractors, collaborators and clients, as well as visiting scientists and students.

DND/CAF **directors, managers and supervisors** are responsible to:

### Promote a culture of science integrity

- Ensure that all activities are consistent with all relevant and applicable standards of scientific excellence, research ethics, and responsible research conduct.
- Avoid conflict of interest and ensure that any real or potential conflict of interest is reported and appropriately managed.
- Follow the relevant and applicable research practices honestly, accountably, openly and fairly in the development and dissemination of research and scientific knowledge.
- Apply the concepts of transparency, openness, high quality work, avoidance of conflict of interest and ensuring high standards of impartiality and research ethics.
- Ensure that contractors and partners in research, science, or related activities are informed of the SIP and that they are expected to comply with its provisions.

### Promote scientific advice to support evidence-informed decision making

- Support the provision of advice that informs federal programs, policy, regulations and law.
- Support the gathering, evaluating and incorporating of scientific advice into the DND and CAF decision-making process

### Ensure openness, transparency and timeliness

- Inform employees about the SIP and ensure that they are aware of their rights, responsibilities and obligations under the policy.
- Enhance employee understanding of the contributions of research and science to evidence-informed decision-making, and the development of government policy and advice.
- Release research and scientific information in a timely manner, in the absence of clear and compelling reasons for limiting disclosure.
- Be familiar with and respect any legal restriction on information disclosure.
- Assist in evaluating and/or reporting on performance indicators about scientific integrity when requested or required by the Office of Scientific Integrity (OSI).

## Promote professional development, training and engagement opportunities

- Encourage employees to participate in available professional development opportunities about behaviour and conduct to support the SIP, especially virtues underlying scientific excellence. Provide training to further employees' understanding in these areas.
- Inform and educate employees about responsible conduct in research, research ethics, and the annotation, management and archiving of research and scientific data.
- Incorporate scientific integrity mentorship for researchers and scientists into existing mentorship programs.

## Participate in communicating science

- Support the integration of scientists and researchers in priority setting, program design, and policy discussions.
- Ensure that the conduct of defence and security research and science as well as any associated use and communications are free from political, commercial, client and stakeholder interference.
- Be aware when scientific data or information is included in government documents (e.g. reports, briefing notes, etc.)
- Consult with the scientist or researcher concerned to ensure that the data/information is used and interpreted appropriately.
- Encourage researchers and scientists to participate in media training provided by Public Affairs as needed.

## Ensure integrity in publications

- Review drafts of publications authored and co-authored by DND or CAF researchers or scientists as appropriate per the publication process in a timely fashion.
- Review employee publications that have statements of policy-relevance such as federal statutory, regulatory or policy matters or recommendations.
- Request review and approval of public communications by scientists or researchers whose contributions are acknowledged in the communications.

## Know the breach process

- Ensure compliance with the SIP and provide employees information about the guidelines, policies and processes available to them if they wish to make an allegation of a breach.
- Encourage discussion based on differing interpretations of research and scientific evidence as a legitimate and necessary part of the research and scientific processes and, where appropriate, ensure that these differences are made explicit and accurately represented.
- Protect staff, who disclose alleged breaches or participate in investigations, from reprisals.
- Report suspected breaches of scientific integrity as soon as possible and participate in good faith in resulting investigations.
- Seek to resolve alleged breaches in a fair and respectful manner.
- Work with the Scientific Integrity Lead to create awareness and provide education on the SIP, and to address allegations of breaches of the policy.

**For questions, please contact:** [ScienceIntegrity-IntegriteScientifique@forces.gc.ca](mailto:ScienceIntegrity-IntegriteScientifique@forces.gc.ca)