



SCIENCE INTEGRITY POLICY

FACT SHEET FOR NON-SCIENTIFIC EMPLOYEES AND MEMBERS

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.

Under the Science Integrity Policy, **non-scientific DND employees and CAF members**, involved in any of the support activities listed above, 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.
- 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.

Ensure openness, transparency and timeliness

- Acknowledge the contributions of scientists to government programs, policies, regulations, and decision making.
- Understand and seek to enhance the contributions of science and research to science advice, government policy and evidence-informed decision making.
- 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).

Participate in professional development, training and engagement opportunities

- In discussion with your manager, participate in available professional development opportunities about behaviour and conduct to support the policy, especially virtues underlying scientific excellence.
- Participate in training devoted to roles of science to support decision-making.

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 active in requesting, using and communicating scientific data or information 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.

Ensure integrity in publications

- Produce and disseminate research and scientific information authored and co-authored by DND or CAF researchers or scientists as appropriate per the publication process in a timely fashion.
- Seek manager approval of publications that have statements of policy-relevance such as regulatory, federal statutory policy matters or recommendations.

Know the breach process

- Understand what constitutes a breach of scientific integrity by being familiar with the relevant guidelines and policies and share those procedures with staff.
- Seek to resolve alleged breaches in a fair and respectful manner.
- Report suspected breaches of scientific integrity as soon as possible and participate in good faith in resulting investigations.

For questions, please contact: ScienceIntegrity-IntegriteScientifique@forces.gc.ca