



### **ETHICAL GUIDELINES FOR RESEARCH SUPERVISORS**

1. Research supervisors should always encourage and facilitate free exchange of ideas, respect student's freedom to hold opinions and express them in public and avoid comments that may discourage or intimidate the student.
2. Research supervisors must always be fair to the students, nurturing and fostering honest academic conduct.
3. Fairness and impartiality should be shown to students explicitly; For example, when many students compete for time to discuss or field questions; when dealing with late comers and attendance efficiencies, and when learning groups are formed in class.
4. In the case of plagiarism in the concept paper and/or research report, the supervisor should follow the Plagiarism Policy of the PIM.
5. Research supervisors should not discriminate students on the basis of ethnicity, race, caste, colour, religion, place of origin, language, or gender.
6. Research supervisors should refrain from practices and behaviours that constitute sexual harassment. Sexual harassment is offensive, and hence, it is a matter of discipline of the Institute. Sexual harassment is unwanted attention of a sexual nature, often with an underlying element of threat or coercion. It can also include sexist remarks or verbal abuse directed towards a person or a gender. The principal dimensions of sexual harassment that the research supervisor must be mindful of when they are working with students are:
  - a. Acceptance or rejection of sexual advances that affect performance evaluations, or any academic or administrative decision that concern the student;
  - b. Conduct of a sexual nature that interferes with studies or creates an intimidating, hostile, offensive or humiliating environment; and
7. When sexual remarks and behavior of a research supervisor, which may not be physically threatening, but create an environment that makes one uncomfortable.
8. Research supervisors should educate students to be aware of sexual harassment behaviours and their consequences, and to refrain from such behaviours..
9. Research supervisors should be guided by a deep conviction of the worth and dignity of the advancement of knowledge, should acknowledge that his/her primary responsibility as a scholar is to seek the truth in his subject and state the truth as he finds it.
10. Research supervisors should devote a substantial part of their time to research supervision.

11. Research supervisors should exercise critical self-discipline, intellectual honesty and judgment in using, extending and transmitting knowledge.
12. Research supervisors must encourage students to disseminate the results of their research through publications in reputed non-predatory journals and/or presentations in non-predatory conferences. However, they may agree to delay, for a specified and reasonable period of time, publication of the results of their research, for example sponsored or contract research.
13. Research supervisors should acknowledge and identify any sources of funding which they have received for the support of their research projects. They should not accept funds from any source where the donation of such funds is designed to accomplish an end which is not consistent with an honest search for knowledge.
14. Supervisors should not involve in any fraud and misconduct in research. Fraud in research means fabrication, falsification, or plagiarism, but does not include those factors intrinsic to the process of academic research, such as honest error, conflicting data or differences in interpretation or judgement of data or experimental design; and Misconduct in research includes material failure to comply with relevant regulations of the Institute or other legal source for the protection of researchers or relating to the conduct of research.
15. Questions concerning authorship, copyright, and ownership of data or other products of research need to be explicitly discussed between the research supervisor and students and a copy of a written agreement on these aspects between the two parties must be filed with the Director prior to commencing research work.
16. Research supervisors should not exploit the work of students for personal gain.
17. It is the responsibility of the research supervisor to advise the student to keep all participants in surveys informed about the fact that they are being surveyed and obtain their consent to take part in the survey. The participants must be informed of the objectives of the survey. If information about the participants is obtained from sources other than the participants themselves, then the consent of the participants for the procedure must be obtained. No participant's opinions or expressions shall be recorded in electronic devices without the consent of the participant.
18. It is the responsibility of the research supervisor to obtain permission, wherever necessary, from the source for all types of information including data, reports, documents, pictures and drawings etc., before processing them for research purposes. Names of persons, organizations or projects should not be included in research communication unless prior permission is available for the purpose.
19. If information has been obtained with the understanding that the identity of the source would be protected, then the supervisor must take all necessary steps not to disclose or imply the source or identity of the source of information or the informant.