



Mitacs Responsible Conduct of Research Policy



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Research projects supported by Mitacs are expected to increase opportunities for skilled, diverse people who would fulfill industry and societal needs, ultimately strengthening evidence-based decision-making, development of innovation skills, and the innovation ecosystem of Canada. As such, Mitacs aims to promote a positive research environment by aligning with the [Tri-Agency Framework: Responsible Conduct of Research](#) in setting out the responsibilities and corresponding expectations for all participants in Mitacs programs. In addition to ensuring Mitacs-supported research is conducted with integrity, all projects supported by Mitacs must also adhere to Mitacs's requirements for the Responsible Conduct of Research, as well as all relevant government regulations and legislation.

1. Eligible Research

Mitacs's research programs are open to participants in all disciplines and provide support to projects across many sectors. A project shall qualify as research if it is carried out by means of experiment or analysis for the purpose of advancement of knowledge, broadening of scientific know how, and/or to deepen current understanding. It is expected that research supported by Mitacs will have the potential for practical applications for the benefit of society, or for the purpose of creating new or improving existing materials, devices, products, and processes.

Considering the continually changing landscape of research and innovation, the research community and discipline-specific subject area experts are the most reliable judges of whether a project is expected to make a new contribution to the current state-of-the-art/body of knowledge, or if it aims to solve an existing problem using novel techniques and is therefore eligible to receive Mitacs funding as a 'research' project. The novel aspects of the proposed project must be clearly described in the Mitacs proposal.

Proposed research must be feasible, aligned with the expertise of the project team, and appropriate to the degree level of intern(s)/fellow(s). To promote high quality internship

experiences combined with impactful outcomes, applicants are encouraged to plan research and training that is interdisciplinary in nature and that considers principles of [equity, diversity, and inclusion](#).

Project outcomes should be broadly applicable. Research should build upon a foundation of previous basic, applied, or experimental knowledge and contribute results that are of economic/socio-economic interest to the partner organization and to society at large.

Applicants are encouraged to enable the exchange of research results and the translation of this knowledge into action in Canada and abroad. In this regard, applicants must ensure compliance and alignment with the Tri-Agency [Research Data Management Policy](#). Applicants are encouraged to also consider, where appropriate, [Open Access Publication](#) to maximize the value of all research activities including by making negative research findings accessible, where possible.

2. Research Integrity

Mitacs partners with postsecondary institutions and respects each institution's own unique policies with regards to research integrity. All participants involved in research projects supported by Mitacs programs must adhere to the host postsecondary institution's policies pertaining to the conduct of research activities, as well as the responsibilities of project participants as detailed in the [Tri-Agency Framework: Responsible Conduct of Research](#). This includes, but is not limited to, conducting research with accuracy and rigour, responsible record keeping and data management ([Tri-Agency Research Data Management Policy](#)), responsible referencing of published and unpublished documents, and appropriate acknowledgment and authorship of any materials resulting from the research project.

Anyone who alleges research misconduct in a Mitacs-supported project must report these allegations to the appropriate host postsecondary institution. Mitacs makes no judgement in such matters but defers investigation and decisions regarding such allegations to the postsecondary institution to be handled in accordance with their policies and procedures. If any information is brought to the attention of Mitacs relating to alleged research misconduct, Mitacs will forward the information to the host postsecondary institution. If a postsecondary institution determines that a project participant has engaged in research misconduct, that individual may be subject to further actions by Mitacs. Mitacs requires host postsecondary

institutions to report established incidents of research misconduct involving Mitacs project participants to Mitacs.

3. Research Involving Human Participants

Mitacs defines the involvement of ‘human participants’ in research as data provided by, collected from, or generated by living human participants, as well as human remains and human biological materials. This includes secondary use of human data or human biological materials, even if anonymized and if owned by the partner organization.

For research involving human participants, Mitacs requires that project participants adhere to the ethical principles and articles outlined in the [Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans](#).

For research that involves or otherwise impacts First Nations, Inuit, and/or Métis Peoples of Canada, Mitacs further requires that applicants adhere to [Mitacs’s Indigenous Research Policy](#). Mitacs requires that applicants to Mitacs programs:

Accurately disclose whether the research activities involve human participants as defined above.

Consult with the appropriate office(s) at their academic institution(s) to determine whether Research Ethics Board review is required and if necessary, obtain ethics approval from their academic institutions’ Research Ethics Board prior to the beginning of research activities involving human participants.

Mitacs reserves the right to request a copy of the ethics certificate for the research project prior to approving funding.

4. Research Involving Animals

Mitacs will support the ethical use of animals in research only when necessary and only if it promises to contribute knowledge that can reasonably be expected to benefit humans or animals. As such, Mitacs requires that applicants act in strict accordance with the policies and guidelines outlined by the Canadian Council on Animal Care (CCAC) Guide to the Care and Use

of Experimental Animals

(https://www.ccac.ca/Documents/Standards/Guidelines/Experimental_Animals_Vol1.pdf).

In accordance with the policies and guidelines outlined by the CCAC, Mitacs strongly encourages applicants to employ a harm mitigation strategy known as “The Three Rs” in their experimental design ([CCAC - Canadian Council on Animal Care: Replacement, Reduction, Refinement](#)).

Mitacs further requires that applicants to Mitacs programs hold a valid certificate of Good Animal Practice for any research that involves the use of animals and reserves the right to request confirmation of such.

5. Environmental Review

Mitacs is committed to ensuring that all projects are conducted in a way that respects and protects the environment and promotes sustainable development. Mitacs therefore requires applicants comply with all applicable policies and legislations related to the [Impact Assessment Act](#), and aligns with the [policy and guidance on federal impacts assessment process](#). Applicants are expected to disclose any potential environmental effects that may be caused by or result from the proposed activities. These potential effects could be associated with, but are not restricted to; mining and processing, water resources, air quality, nature conservation and biodiversity, agriculture, and infrastructure development.

Where indicated, Mitacs requires applicants to complete environment impact assessments and to obtain authorization, permit, or licence as required. Mitacs reserves the right to request confirmation of such, and to decline funding until satisfactory mitigation measures are in place to address negative environmental impacts.

6. Research Involving Biohazards

Mitacs requires any research project involving biohazards to adhere to the standards outlined under [Canadian Biosafety Standards and Guidelines](#) prepared by [Public Health Agency of Canada \(PHAC\)](#) and [Canadian Food Inspection Agency](#).

Postsecondary institutions are responsible for ensuring that project participants engaged in research involving biohazards meet the applicable standards for personnel training as well as

for documentation, handling, storing, packaging, hazard communication, disposal, and shipment of such materials. Mitacs requires that all the project participants comply with the policies of their respective postsecondary institution as well as guidelines outlined by applicable federal agencies prior to handling and internal, domestic, and foreign transfers of biological substances.

For **human pathogens and toxins**, the [Public Health Agency of Canada \(PHAC\)](#) is responsible under the authority of the [Human Pathogens and Toxins Act \(HPTA\)](#) and the [Human Pathogens and Toxins Regulations](#). For **animal pathogens and toxins**, the [PHAC](#) and the [Canadian Food Inspection Agency \(CFIA\)](#) are responsible under the [Health of Animals Act \(HAA\)](#) and [Health of Animals Regulations \(HAR\)](#), and [CFIA](#) is responsible for aquatic animal pathogens and plant pests.

7. Research Involving Radioactive Material

Project participants who will conduct research involving radioactive materials, must adhere to legislated and administrative procedures and rules for the acquisition, use, storage, transportation, and disposal of those materials. For such cases, applicants must comply to the Canadian Nuclear Safety Commission established by section 8 of the [Nuclear Safety and Control Act](#).

Mitacs requires that all the project participants comply with the policies of their respective postsecondary institution as well as guidelines outlined by applicable federal agencies prior to handling and internal, domestic, and foreign transfers of radioactive material.

8. Research in the North

Mitacs is committed to supporting research performed in northern regions in accordance with the guidance curated by Polar Knowledge Canada's [Conducting Research in Canada's North](#), and in line with the 20 Ethical Principles for the Conduct of Research in the North developed by the [Association of Canadian Universities for Northern Studies](#).

Mitacs expects all project participants working on research projects in the North to apply these principles at every level of their research projects and to obtain all necessary region-specific licenses, permits, and approvals prior to commencing research activities in these regions.

9. Safe and Inclusive Internship Environment

Mitacs requires that all partner organizations provide an appropriate internship environment so as to ensure the provision of a safe and inclusive learning space for all Mitacs interns/fellows. In this regard, Mitacs requires academic supervisors to adhere to their institution's policies with regard to the prevention of psychological and sexual harassment, including ensuring a mechanism is in place to address complaints, should they arise. Mitacs recognizes the essential role of postsecondary institutions in investigating and resolving allegations of misconduct, and in ensuring that these matters are handled appropriately, in a timely manner, and in the best interest of the interns/fellows. Mitacs makes no judgements in such cases but reserves the right to make independent decisions based on the outcome of investigations to ensure appropriate measures are in place to address serious situations for the interns/fellows, or other project parties in alignment with Mitacs program parameters.

If, during the review process, concerns arise that draw into question whether the internship(s) will take place in a safe and inclusive environment, Mitacs reserves the right to decline funding for a project, until such matters have been satisfactorily addressed by the postsecondary institution.

Thanks to our funding partners.  Merci à nos bailleurs de fonds.