**IN THE INTEREST OF THE ETHICAL BEHAVIOUR FOR RESEARCH AND RESEARCH-TECHNICAL WORKERS, WE PROVIDE INFORMATION ON HOW TO SUBMIT A COMPLAINT CONCERNING**

**A BREACH OF ETHICS.**

* ***DISCIPLINARY PROCEDURE***

Details defining the investigation and disciplinary procedures for research and research-technical workers are contained in ***the Regulation of the Minister of Science and Higher Education of 13 October 2010 on investigation and disciplinary proceedings concerning research and research-technical workers employed in research institutes (Dz.U. Nr 197, poz. 1312)***:

*http://www.bip.nauka.gov.pl/g2/oryginal/2013\_05/b5418001e6e2a8ae51e171fa662cd16a.pdf*

A person who has a justified suspicion, that an act contrary to ethics in science was committed, is obliged to submit a written report to the NCBJ disciplinary spokesman.

The report should include a detailed explanation of the objection, contact details of the reporting person and the reporting person’s handwritten signature. The identity of the person submitting the report shall not be disclosed until the initiation of disciplinary proceedings.

Disciplinary proceedings shall be initiated by the Disciplinary Committee on a proposal from the disciplinary spokesman.

The disciplinary spokesman shall initiate an investigation, where research or research and technical workers are guilty of an act involving:

1. misappropriating the authorship or misrepresenting the authorship of the whole or a part of another's work;
2. distributing, without the name or pseudonym of the author, another person's work in its original version or as a version of the compilation;
3. infringing another person's copyright or related rights in any other way;
4. falsifying research or the results of research, or committing any other act of scientific fraud;
5. accepting or promising a financial or personal benefit in connection with the function or position within the Institute;
6. using a position of influence in the Institute or in a state or local government institution, or persuading or convincing another person of the existence of such influence and undertaking to act as an intermediary in arranging a case in return for a financial or personal benefit or its promise;
7. granting or promising to grant a financial or personal benefit in exchange for intermediation in the accomplishment of a matter within the Institute, which consists in influencing a decision or an act or a refusal to act of a person holding a function or position within the Institute in connection with such function or position.

From the decision of the NCBJ Disciplinary Committee, the parties may appeal to the Disciplinary Committee of the 2nd instance for scientific and research and technical employees of research institutes at the Minister of Science and Higher Education. An appeal can be filed within 14 days of the date of delivery of the decision and its justification to the disciplinary committee of the NCBJ. More about the disciplinary committee of the second instance:

[*https://www.gov.pl/web/nauka/komisja-dyscyplinarna-ii-instancji-ds-pracownikow-naukowych-i-badawczo-technicznych-w-instytutach-badawczych-przy-ministrze-nauki-i-szkolnictwa-wyzszego*](https://www.gov.pl/web/nauka/komisja-dyscyplinarna-ii-instancji-ds-pracownikow-naukowych-i-badawczo-technicznych-w-instytutach-badawczych-przy-ministrze-nauki-i-szkolnictwa-wyzszego)

Final decisions of the disciplinary committee of the second instance may be appealed against by the parties to the Appeals Court in Warsaw.

* ***THE NCBJ DISCIPLINARY COMMITTEE***

In accordance with **article 54 paragraph (1) (1) of the Act of 30 April 2010 on research institutes *(Dz.U. No 96, item 618 as amended),*** the disciplinary committee at the institute adjudicates in disciplinary cases in the first instance. The disciplinary committee is elected by the research and research-technical staff in elections held every 4 years in accordance with the principles defined in the NCBJ Director's Regulation No. 28/2019 of 6.11.2019:

[*http://intranet.ncbj.gov.pl/sites/default/files/obwieszczenia/zarzadzenie\_nr\_28\_2019\_w\_sprawie\_przeprowadzenia\_wyborow\_do\_komisji\_dyscyplinarnej.pdf*](http://intranet.ncbj.gov.pl/sites/default/files/obwieszczenia/zarzadzenie_nr_28_2019_w_sprawie_przeprowadzenia_wyborow_do_komisji_dyscyplinarnej.pdf)

The disciplinary spokesman at NCBJ is Dr. Janusz Skalski (e-mail:[*janusz.skalski@ncbj.gov.pl*](mailto:janusz.skalski@ncbj.gov.pl)). The Disciplinary Spokesman was appointed by the NCBJ Scientific Council by resolution of 22 October 2019.

The NCBJ Disciplinary Committee consists of:

* Dr. Maciej Górski (e-mail: [*maciej.gorski@ncbj.gov.pl*](mailto:maciej.gorski@ncbj.gov.pl));
* Dr. Orest Hrycyna (e-mail: [*orest.hrycyna@ncbj.gov.pl*](mailto:orest.hrycyna@ncbj.gov.pl));
* Prof Dr. hab. Grzegorz Wilk (e-mail: [*grzegorz.wilk@ncbj.gov.pl*](mailto:grzegorz.wilk@ncbj.gov.pl)).
* **UPDATE of THE CODE OF ETHICS FOR RESEARCH WORKERS**

***The General Assembly of the Polish Academy of Sciences (PAN), at its 141st session on June 25, 2020, approved the Code of Ethics for Research Workers (3rd Edition).***

The Code of Ethics for Research Workers presents principles introduced by the scientific community in the belief that the primary duty of a researcher is to adhere to the established principles and honesty in scientific work. The Code of Ethics defines the criteria for good practice and ethical violations in research work and establishes the procedures, that should be followed when scientific dishonesty is revealed. Changing external and internal conditions, such as the need to apply for research funding, parametric assessment of researchers and scientific institutions and conflicts of interest related to the commercialization of research results, all prompt us to pay special attention to the intensifying in recent years phenomena such as courtesy reviews, unjustified citation of works, plagiarism, use of institutional resources for one’s benefit:

[*https://instytucja.pan.pl/images/2020/kodeks/Kodeks\_Etyki\_Pracownika\_Naukowego\_Wydanie\_III\_na\_stronę.pdf*](https://instytucja.pan.pl/images/2020/kodeks/Kodeks_Etyki_Pracownika_Naukowego_Wydanie_III_na_stronę.pdf)