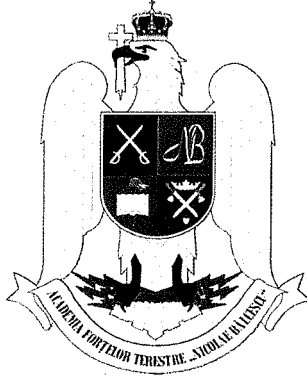


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ROMANIA
"NICOLAE BĂLCESCU" LAND FORCES ACADEMY
SIBIU



GUIDELINES
FOR ETHICAL CONDUCT
OF THE RESEARCH-DEVELOPMENT AND
INNOVATION STAFF
OF "NICOLAE BĂLCESCU" LAND FORCES ACADEMY
OF SIBIU

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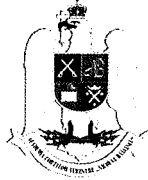
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ROMANIA
MINISTRY OF NATIONAL DEFENCE
"NICOLAE BĂLCESCU" LAND FORCES ACADEMY OF SIBIU



PROVISION
FOR APPROVAL

**GUIDELINES FOR ETHICAL CONDUCT OF THE RESEARCH-
DEVELOPMENT AND INNOVATION STAFF OF "NICOLAE
BĂLCESCU" LAND FORCES ACADEMY OF SIBIU**

**THE COMMANDANT (RECTOR) OF "NICOLAE BĂLCESCU" LAND FORCES
ACADEMY OF SIBIU,**

in accordance with the provisions of the *Law of National Education no. 1/2011*, including subsequent amendments and additions, under Art. 49 point a) of the *University Charter of the "Nicolae Bălcescu" Land Forces Academy* regarding elaboration of own normative documents for coordinating the specific activities,

Hereby stipulates as follows:

Art.1. The *Guidelines for ethical conduct of the research-development and innovation staff of "Nicolae Bălcescu" Land Forces Academy of Sibiu*, has been approved, taking effect on January 31, 2023.

Art.2. The document will be posted on the official website of "Nicolae Bălcescu" Land Forces Academy of Sibiu (<https://www.armyacademy.ro/>).

**COMMANDANT (RECTOR) OF "NICOLAE BĂLCESCU" LAND FORCES
ACADEMY OF SIBIU**

Brig. Gen.

Prof. Eng. Ghiță BÂRSAN, PhD

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CHAPTER 1

LEGAL FRAMEWORK

Art.3. The scientific research activity of "Nicolae Bălcescu" Land Forces Academy of Sibiu is carried out under the existing national legislation, including subsequent amendments and additions.

Art.4. The scientific research activity is based on internal relevant regulations, principles and strategies, set out by the Land Forces Academy.

Art.5. Other relevant documents:

- *The European Code of Conduct for Research Integrity;*
- *The European Charter for Researchers - The Code of Conduct for the Recruitment of Researchers.*

CHAPTER II

GENERAL PROVISIONS

Art.6. "Nicolae Bălcescu" Land Forces Academy of Sibiu, as higher military education institution, is part of the National Research-Development and Innovation Strategy, having the mission to generate and disseminate knowledge to society through scientific research, technological development, innovation and transfer, as well as through individual and collective creation.

Art.7. The guidelines for ethical conduct of the research-development and innovation staff of "Nicolae Bălcescu" Land Forces Academy, hereinafter referred to as the "*Code of conduct*", represent a set of guiding principles and rules of mandatory moral and professional conduct, which must govern the activity of the personnel that carry out their activity in the field of scientific research, technological development and innovation, in line with Law no. 206/2004 on good practices in scientific research, technological development and innovation.

Art.8. The primary purpose of the code of conduct is to define the ethical and deontological framework so that the research-development and innovation personnel perform and fulfill their duties with objectivity, professionalism, loyalty and honesty, in compliance with the national and European legislation on scientific research conduct.

Art.9. All personnel of "Nicolae Bălcescu" Land Forces Academy involved in research-development and innovation activities have the obligation to meet the fundamental principles and professional standards of good practices presented in this code of conduct.

Art.10. Participation in research, development and innovation activity entails unconditional adherence to the principles of professional ethics, which implies the exclusion of the following actions:

- withholding or suppressing unwanted research results;
- fabrication of research results;
- replacement of results with fictitious data;
- deliberately distorted interpretation of results and distortion of conclusions;
- plagiarism of results or publications;
- failure to correctly assign the intellectual property rights of a work;
- introduction of false information in grant applications or funding, as well as in reporting research results;
- non-disclosure of conflicts of interest;

- misappropriation of research funds;
- failure to register and/or store results, as well as inaccurate recording and/or storage of results;
- lack of proper information and/or inadequate dissemination of information to the research team, before starting the activity on a research project, such as: pay rights, responsibilities, co-authorship, rights over research results, funding sources and associations;
- lack of objectivity in evaluation and failure to respect confidentiality of evaluation reports, complaints, research reports, etc.;
- the repeated publication or financing of the same results as elements of scientific novelty, without mentioning the initial source and/or with insignificant additions;
- lack of acknowledging methodologies and findings of other researchers as a source of information;
- lack of admitting one's own errors;
- dissemination of own results in an irresponsible manner, repeating and exaggerating the findings;
- non-compliance of clauses of grants, contracts, protocols, etc.;
- delaying or inappropriately hampering the work of some researchers and favouring others;
- undeserved appropriation of authorship;
- participation in research, development and innovation activities with negative impacts/effects on human being and on the environment;
- exaggerating the importance and practical applicability of findings;
- expanding unnecessarily the bibliography of a study;
- citing selectively to enhance own findings;
- complicity in or becoming complacent about actions that violate professional ethics and deontology.

Art.11. The freedom of the process of carrying out the research-development and innovation activity is ensured by:

- free access to information and documentation sources;
- free exchange of ideas;
- non-interference of external factors in the R&D and innovation activity;
- failure to censor the findings resulting from the research activity and their capitalization;
- freedom to establish partnerships with organizations in the country and abroad.

CHAPTER III

TERMINOLOGY

Art.12. In applying the provisions of this code of conduct, the terminology used in this particular field is defined as follows:

- *good (research) practice* – a set of guiding ethical and professional rules to be applied in the conduct of specific activities in research-development and education fields;
- *integrity* – the policy of individual researchers or research institutions (providing services for harnessing scientific findings) for ensuring and maintaining the respect for the dignity and worth of persons, intrinsic values of science, animal rights and the environment;
- *confidentiality* – information related to ongoing or recently completed scientific research, project evaluation, or information on persons involved in research misconduct/conflict, is not made available or disclosed to unauthorized persons, entities or processes;
- *self-plagiarism* – reusing in written or oral communication, including in electronic form, text passages, expressions, demonstrations, data, hypotheses, theories, results or scientific methods extracted from one's own previous work, without mentioning it and without reference to the original sources;
- *plagiarism* – using in written or oral communication, including in electronic form, text passages, expressions, demonstrations, data, hypotheses, theories, results or scientific methods extracted from other people's work, without mentioning it and without giving proper credit to the original sources;
- *co-authorship* – a collaborating or joint person nominated in the sequence of authorship of a scientific publication;
- *conflict of interest* – the situation of incompatibility in which the personal interest of an individual or an entity might adversely affect its impartiality and objectivity in the evaluation, monitoring, implementation, reporting of its activities of research, development and innovation; personal interest includes any type of advantage and favour for personal benefit, for family and friends (a spouse, child, other close relatives, friends or acquaintances), as well as for the organization in the field of science and innovation to which he belongs;

- *error* – unintentional mistake, due to insufficient information, insufficient professional practice, or exaggerated scientific enthusiasm; the detection of error imposes on its author the obligation to publicly denounce it;
- *evaluation* – assessment of the results of scientific research, of researchers and organizations in the field of science and innovation, by using qualitative and quantitative criteria;
- *fabrication* – making up results, other findings or data of research, presenting and/or reporting them as if they were the real result of a research-development activity;
- *falsification* – selectively reporting or withholding/omitting undesired research results; inappropriately manipulating, changing or altering representations or illustrations; intentional incorrect calibration of measuring devices/test equipments for obtaining the desired data without reporting the malfunctions performed;
- *scientific fraud* – intentional fabrication and falsification of data and results, plagiarism, illegal disposal of scientific research results or other procedures which deviate from the good practices accepted by the scientific community and aim to obtain material or other advantages;
- *public interest* – interest involving the fact that national institutions and authorities guarantee and comply with the rights, liberties and legitimate interests of the public;
- *scientific product* – publication, patent, industrial or agricultural product, technology, software, etc., obtained as a result of the research-development activity which may be the object of intellectual property;
- *intellectual property* – the totality of means by which an idea is disseminated (book, article, electronic, audio-video support/format, etc.), as well as the correspondent copyright; where applicable, intellectual property may also refer to doctoral theses; the manuscript signed by several authors belongs to each of them; if the idea was not disseminated by one of the above-mentioned means, it does not represent an intellectual property;
- *sanction* – penalty applied to the natural or legal person, who does not comply with the regulations of good conduct in the scientific research, technological development and innovation activity;
- *allegation* – referring an alleged case of misconduct in scientific research before the Ethics Committee, to investigate it for compliance with the rules and regulations of good practice/code of ethical conduct.

The Ethics Committee of "Nicolae Bălcescu" Land Forces Academy will interpret and define, as appropriate, other notions relevant to misconduct in research, in accordance with national legal rules and regulations and international good practices.

CHAPTER IV

GUIDING PRINCIPLES ON RESEARCH CONDUCT

Art.13. The activity of research-development and innovation staff of "Nicolae Bălcescu" Land Forces Academy should meet the following fundamental principles which set out the responsibilities and values relevant to research:

Excellence: personnel should strive for excellence when conducting research and aim to produce and disseminate work of the highest quality.

Honesty: personnel should work to create and maintain a culture of research that fosters and supports honesty in research activities. Researchers should be honest in relation to their own work and that of others. They should do their utmost to ensure the accuracy of data and results, acknowledge the contribution of others, and neither engage in misconduct nor conceal it.

Integrity: personnel must comply with all legal and ethical requirements relevant to their field of study and/or research. They should declare any alleged or actual conflict of interest relating to research and where necessary take steps to resolve them.

Cooperation: personnel should promote the open exchange of ideas and research methods, ensure availability of data and results for discussion, analysis and debate with other researchers, subject to any existing agreements on confidentiality.

Accountability: personnel should acknowledge that in and through their work they are ultimately accountable and must ensure that any research undertaken complies with agreements, terms and conditions relating to the project, and allows for proper governance and transparency. Researchers should follow the requirements and specific guidance of any professional bodies relevant to their field of research.

Training and skills: senior researchers, research leaders or supervisors should mentor new researchers and provide specific guidance, educational opportunities and necessary resources to enable them to conduct research to the required standards, support them in identifying their needs for training and development. Researchers should ensure that they have the necessary skills, training and resources to carry out research activities, in the proposed research team or through collaboration with specialists in relevant fields, and report and resolve any unmet needs identified.

Safety: personnel should ensure dignity, rights, safety and wellbeing of all concerned in research activities and avoid unreasonable risks. They must report

and address any concerns relating to the dignity, rights, safety and wellbeing of those involved in research. Research should be initiated and continued only if the anticipated benefits justify the risks involved.

Art.14. Responsible conduct of research covers most of the professional activities that are an integral part of the research career and entails ensuring compliance with the following requirements:

- collaborative research/scientific collaboration – the category of collaboration is broad and can take various forms, including open exchange of resources and equipments between researchers, seeking assistance and guidance of experts from different disciplines as well as partnerships with colleagues in relevant fields, for sharing and developing new ideas and skills;
- conflicts of interest – it is of crucial importance how violations of good research practice or allegations of misconduct are handled;
- protection – when research involves human participants, in fields such as biomedical, behavioral and social sciences;
- mentoring – mentoring a less experienced/new researcher represents a professional responsibility;
- peer review – peer review is an important factor in enhancing funding opportunities, academic development and a good reputation;
- publication and authorship – the peer review process of articles submitted for publication is ensured by the *double-blind peer review* procedure, and for preventing plagiarism, all articles are being checked for similarity by using iThenticate or Sistemantiplagiat.ro software. Editorial policies and publication standards enforced by the Force Land Academy are laid down in line with national and international editorial rules and recommendations. Authors should meet relevant predefined editorial rules.

Art.15. Violations of good research practice relating to research-development activities are stipulated in Art. 310 of Law no. 1/2011. The most serious violations are considered to be as follows:

- According to Art. 2.1 of Law no. 206/2004, including subsequent amendments and additions, the deviations from the rules of good practice/conduct in scientific research, to the extent to which they do not constitute an offence according to the criminal code, include, in addition to those mentioned in Art. 10, aspects related to: various forms of discrimination, non-disclosure of conflicts of interest (corroborated with Art. 4.1), breaches of confidentiality, abuse of power/authority, the action of hampering the research-development activity, obstruction of the ethics or analysis committee's activity, as well as the non-compliance with legal provisions and procedures, imposed by legislation in force.

- Consent in committing violations of good research practices is also considered to entail ethical liability, in accordance with Art. 2.1(6) of Law no. 206/2004 including subsequent amendments and additions, such as active participation in misconduct committed by others and failure to inform the Ethics Committee, co-authorship of publications which include falsification and fabrication of data and findings, failure to comply with legal or contractual obligations, in the exercise of management or coordination of research and development activities.

CHAPTER V

RESPONSABILITIES

Art.16. The staff involved in research-development and innovation activities should have knowledge of the scientific research objectives stipulated in the Scientific Research, Development and Innovation Strategy, and comply with the Regulation of Scientific Research, Development and Innovation of "Nicolae Bălcescu" Land Forces Academy.

Art.17. Relationships established between members of the research-development staff must be based on honesty, fairness, collaboration, mutual respect and professional solidarity.

Art.18. The Academy's personnel should study specialized publications in order to determine unexplored subject matters and propose new topics of great interest that can be considered rigorous and accurate from the scientific point of view.

Art.19. Personnel should conduct scientific research, generate internal research works (within the scientific community) and disseminate their findings in the scientific publications of the Academy or in other relevant academic journals.

Art.20. Personnel should have knowledge of issues and regulations relating to attribution of authorship/ownership and use of intellectual property.

Art.21. Personnel should prevent and restrict/exclude any form of intellectual theft.

Art.22. Personnel should prevent and restrict any form of fabrication of results or data and recording them as if they were real.

Art.23. Proper use of research grants and funds is ensured by the research-development staff in cooperation with the institution's finance department.

Art.24. Violation of research integrity is defined by any failure to meet the fundamental principles and professional standards of good research conduct mentioned in *Art.10*.

Art.25. The Ethics Committee of Land Forces Academy has the following attributions:

- to monitor and assess compliance with norms and regulations of good research conduct in the research-development and scientific innovation activities;

- to deal with and investigate violations of good research practice or allegations of misconduct and propose the necessary measures and corrective actions to the institution's management.

Art.26. Disciplinary sanctions for violations of good conduct in research-development fields of practice are to be applied as provided under Law no. 64/1991 on patents, republished (including subsequent amendments), Law no. 129/1992 on the protection of industrial designs, republished, and Law no. 8/1996 on copyright and related rights (including subsequent amendments).

CHAPTER VI

FINAL PROVISIONS

The Code of Conduct is intended to contribute to the enhancement of scientific and professional integrity values and support good research practices at all stages of the research process. The responsibility for the implementation of this code lies with the Scientific Committee of "Nicolae Bălcescu" Land Forces Academy of Sibiu, which will monitor both the research process and compliance with professional ethics and deontology in conducting scientific research activities.

The management of the institution ensures the organizational chart and conditions for allowing the agreement of and meeting the standards and procedures of good practices in conducting scientific research, as well as the proper functioning of the Ethics Committee.

Discussed and endorsed in the meeting of the Administrative Board on January 27, 2023

Discussed and endorsed in the meeting of the University Senate on January 31, 2023

PRESIDENT OF THE SCIENTIFIC COMMITTEE

Col.

Assoc.Prof.Eng. Ioan VIRCA, PhD

