Royal Osteoporosis Society
Better bone health for everybody

Research Code of Conduct

For Applicants, Expert Reviewers and Members of the Research and Innovation Grants Assessment Panel (RIGAP)

The Royal Osteoporosis Society (ROS) has a duty to ensure that all applications for research and innovation grants are handled in a transparent and appropriate manner, and that all applications are judged solely on scientific merit and their alignment with the ROS Research Strategy, Research Roadmap and Strategic Direction.

In order to protect the integrity of the ROS grants procedure, members of the Research and Innovation Grants Assessment Panel (RIGAP), expert reviewers and all applicants must abide by the code of conduct, set out below. If an expert reviewer breaches the code of conduct their comments on an application will be discounted and they will not be used to assess future ROS research grant applications. If an applicant or RIGAP member is thought to have breached the code of conduct, they may be asked to withdraw their application or to resign from the RIGAP.

1. Confidentiality

1.1. The confidentially of all applications is paramount. This includes the applications, the identity of the expert reviewers, the confidential comments made by the reviewers or the discussion of the application by the RIGAP.

1.2. No information or papers regarding the above points should be discussed or disseminated by either a expert reviewer or RIGAP member to anyone outside of the RIGAP meeting. All discussions of applications must therefore be restricted to RIGAP meetings. RIGAP members who are unable to attend the corresponding RIGAP meeting will be able to submit comments for inclusion prior to the meeting.

1.3. No contact must be made by any expert reviewer or RIGAP member with applicants regarding their application unless it is made officially through the ROS.

1.4. The decision-making process is confidential. Applicants must not seek information from any RIGAP member either before or after a decision on the application has been made.

2. Conflicts of Interest

2.1. All expert reviewers and RIGAP members must declare any conflict of interest as soon as they are aware of it.

2.2. If any RIGAP member is connected in any way with a grant application, they must absent themselves from the room when the application is being discussed.

2.3. A RIGAP member will be said to have a connection with an application if they are;

- the principal or named applicant
- a named collaborator
- a relative of one of the grant applicants
- a business partner of one of the grant applicants
- a member or employee of the same university, or other institutions, as one of the grant applicants. For these purposes large institutions comprising multiple specialist research institutes or self-governing colleges will not be considered as a single institution (e.g. University of London).

2.4. The Chair and Vice-Chair of the RIGAP and Trustees of ROS are prohibited from applying for grants from ROS as principal applicant for the duration of their term of office.

3. Applicants

3.1. Applicants are invited to contact the ROS Research Manager to discuss potential proposals before submitting a full application. Any further inquiries regarding the progress of the grant or requests for more detailed feedback must also be addressed directly to the ROS Research Manager.

3.2. Attempting to contact any RIGAP member regarding an application will be seen as a serious breach of the code of conduct and may result in the application being rejected.