

## Human Research Ethics Committee terms of reference

The Human Research Ethics Committee (HREC), including sub-committee(s), is appointed by the Deputy Vice-Chancellor Research & Innovation in accordance with National Health and Medical Research Council (NHMRC) requirements to oversee, approve and monitor research involving humans. The HREC and sub-committee(s) consider the ethical implications of proposed research projects involving human subjects and operate under the following terms of reference.

As per the National Statement on Ethical Conduct in Human Research (2007), Updated 2018 ('National Statement'), human participation may include:

- taking part in surveys, interviews or focus groups
- undergoing psychological, physiological or medical testing or treatment
- being observed by researchers
- researchers having access to their personal documents or other materials
- the collection and use of their body organs, tissues or fluids (e.g. skin, blood, urine, saliva, hair, bones, tumour and other biopsy specimens) or their exhaled breath
- access to their information (in individually identifiable, re-identifiable or nonidentifiable form) as part of an existing published or unpublished source or database.

The HREC must ensure ethical standards are maintained in research projects involving human subjects, and protect the interests of the research subjects, the investigator, Federation University Australia and the general community, in accordance with the following values stipulated by the National Statement:

- Research merit and integrity
- Justice
- Beneficence
- Respect

The HREC must protect the confidentiality and privacy of individuals by ensuring the security, storage and disposal of confidential data collected during the conduct of research involving human subjects.

The HREC will promote understanding within the University and the broader community of the ethical issues raised by research, teaching and related academic activities.

The HREC will report and provide advice to the Academic Board on ethical matters related to research involving human subjects. To inform and work with the Academic Board and the Research Committee to ensure the adoption of, and compliance with, appropriate codes of practice for the conduct of research involving human subjects.

The HREC will establish, implement and review policy and procedures for evaluating, certifying and monitoring the acceptable ethical conduct of research involving human subjects and conducted by:

- a) staff and/or students at Federation University Australia on the campus, using Federation University Australia premises, equipment, name or resources (human and physical)
- b) staff and/or students at Federation University Australia outside the campus using Federation University Australia equipment, name or resources (human and physical)
- c) other persons, who are not staff and/or students at Federation University Australia, using Federation University Australia premises, equipment, name or resources (human and physical).

The HREC will maintain a record of all research protocols received and reviewed and ensure that the conduct of research approved by the Committee is appropriately monitored.

In addition to these Terms of Reference and the NHMRC National Statement on Ethical Conduct in Human Research, the Committee may determine its own procedures and establish its own ad hoc committees and working parties as necessary.