

Ethics Checklist 5 - Production

Use this checklist to rate features of an ethical approach in parliamentary research & library services. Put a cross in the last column if this feature exists (is already 'in place') in your service. Feel free to write in features that you think should be listed, and rate them. Please add any comments in the box at the end.

'Production' checklist		Very important	Useful	Not useful	Impractical / high risk	<i>In place</i>
5.1	Production of research conforms to all relevant aspects of the 'European Code of Conduct for Research Integrity' or a similar code.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.2	Partisanship is recognised as a risk in producing research products, and there are practical safeguards to manage the risk.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3	Safeguards exist to prevent research findings being unduly influenced by stakeholder inputs, particularly those of questionable scientific quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.4	The same standards of production quality apply to all clients/requests. Or, alternatively, to all clients/requests of the same formal priority.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.5	Staff are allocated to specific tasks according to suitability for the task and not in relation to perceived political importance of the client.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.6	Quality assessment processes (editorial checks, peer reviews etc.) are applied in the same way to work done for all clients.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.7	Experts have the final say on specialist content. The circumstances in which a general manager can over-rule specialists, regarding content issues, are defined.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

'Production' issues

-) Is research produced in an ethical way?
-) We can draw on approaches to academic research ethics such as the 'The European Code of Conduct for Research Integrity'. The 2017 version is available here in several languages: <https://www.allea.org/publications/joint-publications/european-code-conduct-research-integrity/>
-) One ethical question is whether production is organised so as to treat formally equivalent clients/requests equitably; or whether there are informal schemes to allocate priority between clients/requests in the production process
-) Can the obligation to achieve 'value for money' with public money be seen as an ethical point?

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5.8	When external expertise is utilised, methods are used to ensure open competition and/or fair selection of the most suitable expert. There are procurement standards and they are followed. Effective methods are used to ensure the integrity of external research. The risk of conflict of interest is effectively managed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.9	Parliamentary requesters are offered confidentiality of (a) identity (b) question (c) answer. Confidentiality standards are ensured by explicit rules, procedures and training. Access to confidential data is limited within the service and only accessible to personnel subject to the ethical standards of the service. The service cannot be obliged to disclose confidential client data to the administration or a third party.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.10	Feedback on the service and its products, from Members and others, is both facilitated and welcomed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.11	There is external review to evaluate the quality and neutrality of the service.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.12	There is a requirement on management and staff to deliver the service with the maximum of efficiency, economy and effectiveness. Performance is assessed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Comments Ethics Checklist 5 'Production'