

Australian Research Integrity Committee (ARIC) Request for Review

A person, group or organisation may request that the ARIC review the process undertaken by an institution in relation to an allegation of research misconduct.

Getting started

For assistance with this form or for other queries regarding the Australian Research Integrity Committee (ARIC) please contact:

Australian Research Council
Email: aric@arc.gov.au
Ph: (02) 6287 6701

National Health and Medical Research Council
Email: aric@nhmrc.gov.au
Ph: (02) 6217 9333 or 1800 646 726

Applicant information

ARIC accepts anonymous complaints; however, anonymity can make it difficult to obtain the evidence required for review. ARIC often requires additional information to progress a review. The inability to contact the applicant or other persons who have standing in the matter may make this process more difficult.

Last Name		First	
Affiliation			
Residential Address			
City		State	Post Code
Postal Address			
City		State	Post Code
Home Phone		Mobile Phone	Work Phone
E-mail			

Please indicate your preferred method of contact:

The name and contact details of the primary person(s) involved with the institution's review of the allegation of research misconduct.

If the contact details of a relevant person are also the same as those of the applicant, these details must still be supplied.

Last Name		First	
Date(s) of involvement			
Affiliation			
Address			
City		State	Post Code
Phone			
E-mail			
A brief summary of person's involvement in the matter			

Last Name		First	
Date(s) of involvement			
Affiliation			
Address			
City		State	Post Code
Phone			
E-mail			
A brief summary of person's involvement in the matter			

Persons, Agencies, Institutions and/or Organisations that have a material interest in the matter.

Name of Agency/ Organisation:	
Contact Person(s):	
Relevant date(s):	
A brief summary of how the Agency/Organisation is involved in the matter:	

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Relevant date(s):	
A brief summary of how the Agency/Organisation is involved in the matter:	

If applicable, the research directly involved in the allegation and any funding support (e.g. an NHMRC or ARC grant or fellowship).

Funding support:	
Funding Commencement Date:	
Award/Grant name:	
Award/Grant number (if applicable):	
Chief Investigator name:	
Administering organisation:	
Role of applicant within Award/Grant (if any):	

The date on which the institution finalised its inquiry/investigation into the matter

The ARIC will not review institutional processes which are still underway. If the matter is not yet finalised, the applicant will be referred to the institution until the institution has finalised the matter.

Where a review is requested alleging institutional delay and/or inaction, the ARIC will notify the institution that a request for ARIC review has been received. This letter will be a notification only and no action will be required from the institution at this stage. If, after receiving an ARIC notification, the institution has not completed or progressed satisfactorily its inquiry within one month, an ARIC panel may be able to review whether the delay is unreasonable or breaches the recommendations made in the *Australian Code for the Responsible Conduct of Research* (2007).

Date:		
Did you receive this notification in writing?	Yes	No
If yes, have you included a copy with this application?	Yes	No

Other persons who have a material interest in the matter:

Please list any other persons who have a material interest in the matter, and who have not previously been identified in the application.

Person's Name:	
Person's Affiliation:	
Summary of person's involvement in matter:	

Person's Name:	
Person's Affiliation:	
Summary of person's Involvement in matter:	

Person's Name:	
Person's Affiliation:	
Summary of person's Involvement in matter:	

Organisations or regulators contacted (e.g. NTEU, Ombudsman's Office, Fair Work Australia).

This should include the matters reported, the initial and subsequent date(s) of contact and the response(s), if any, received.

Organisation contacted:		
Contacted person(s):		
Date:		
Matter(s) reported:		
Was a formal response received?	Yes	No
If no, please indicate why:		
If yes, did you receive this response in writing?	Yes	No
If yes, have you included a copy with this application?	Yes	No

Organisation contacted:		
Contacted person(s):		
Date:		
Matter(s) reported:		
Was a formal response received?	Yes	No
If no, please indicate why:		
If yes, did you receive this response in writing?	Yes	No
If yes, have you included a copy with this application?	Yes	No

Organisation contacted:		
Contacted person(s):		
Date:		
Matter(s) reported:		
Was a formal response received?	Yes	No
If no, please indicate why:		
If yes, did you receive this response in writing?	Yes	No
If yes, have you included a copy with this application?	Yes	No

Organisation contacted:		
Contacted person(s):		
Date:		
Matter(s) reported:		
Was a formal response received?	Yes	No
If no, please indicate why:		
If yes, did you receive this response in writing?	Yes	No
If yes, have you included a copy with this application?	Yes	No

Documentation relevant to the matter

Include details and, where applicable, copies of any relevant documents and correspondence related to the allegation/s.

Document title:		
Summary:		
Is a copy attached?	Yes	No
If no, please indicate why:		

Document title:		
Summary:		
Is a copy attached?	Yes	No
If no, please indicate why:		

Document title:		
Summary:		
Is a copy attached?	Yes	No
If no, please indicate why:		

Document title:		
Summary:		
Is a copy attached?	Yes	No
If no, please indicate why:		

Document title:		
Summary:		
Is a copy attached?	Yes	No
If no, please indicate why:		

Please sign and date the document in the space indicated below. Please ensure that you have completed the information required, and attached copies of relevant and support documentation, prior to sending it to the Australian Research Integrity Committee Secretariat at the relevant agency.

The ARIC will only review requests where the applicant has sufficiently addressed the criteria as outlined above. Where the ARIC Secretariat of the relevant council assesses this not to be the case, the applicant's Request for Review will not be progressed until the required information is provided.

The ARIC Secretariat will only accept requests for review in writing to:

ARIC-NHMRC Secretariat [IN CONFIDENCE]

National Health and Medical Research Council
GPO Box 1421
Canberra ACT 2601

Or

Email: aric@nhmrc.gov.au

ARIC-ARC Secretariat [IN CONFIDENCE]

Australian Research Council
GPO Box 2702
Canberra ACT 2601

Or

Email: arc@aric.gov.au

Fax: (02) 6206 7233

NAME:	DATE:
SIGNATURE	