

## INSA Toulouse

### Charter of Scientific Integrity and Research Ethics

For the sake of simplicity and with no gender-discrimination intent, the use of the masculine gender is used as an epicene.

#### Preamble

The research activities conducted at INSA Toulouse are grounded in intellectual honesty and scientific integrity. INSA researchers are fully aware of the significance of their ethical undertakings and of their responsibility toward the scientific community and society as a whole.

#### Article 1

On June 20, 2024, INSA Toulouse signed the French Charter of Ethics for Research Professions<sup>1</sup>. Researchers are bound to consult and abide by this charter.

This document aims to define and reiterate its basic principles with regard to the planning, execution, presentation and evaluation of research activities, and in keeping with the code of professional ethics.

#### Article 2

While researchers are free to choose their research activities and methods, they are required to consider the ethical boundaries of their freedom as researchers, as well as the applicable regulations and practices<sup>2</sup> at the national and European levels and in the context of international collaboration.

In particular, researchers are urged to reflect on the potential societal and ecological impacts of their research and to engage in public debate where appropriate.

#### Article 3

Project, team and laboratory managers must ensure that all personnel under their supervision are appropriately informed and made aware of all applicable rules and regulations.

Thesis supervisors must ensure that all PhD students under their supervision are properly informed and instructed in scientific integrity and research ethics. In addition, Committee Chairs must ensure that successful PhD candidates take the doctoral oath of scientific integrity upon defending their thesis<sup>3</sup>.

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<sup>1</sup> [https://gedit.insa-toulouse.fr/nuxeo/nxdoc/default/e17cb510-34b6-4d0c-9622-f8e38db0fe7d/view\\_documents](https://gedit.insa-toulouse.fr/nuxeo/nxdoc/default/e17cb510-34b6-4d0c-9622-f8e38db0fe7d/view_documents), page 231 to 235.

<sup>2</sup> Scientific integrity, as defined by the Decree of December 3, 2021, is “the set of rules and values that must govern research activities to ensure their honest and scientifically rigorous nature” (**Decree no. 2021-1572 of December 3, 2021, Art. 1**).

<sup>3</sup> **Decree of August 26, 2022 amending the decree of May 25, 2016** (which defines a national framework for education and the procedures leading to the awarding of the French doctoral degree), **Article 19bis**: “Upon successfully defending their doctoral thesis, new PhDs are required to take an individual oath, undertaking to respect the principles and demands of scientific integrity throughout their professional careers and irrespective of their sector or field of activity.

*The doctoral oath of scientific integrity reads as follows: ‘In the presence of my peers. Having completed my PhD in [xxx], and having thus exercised a demanding scientific research in my quest for knowledge, cultivating intellectual rigor, ethical reflexivity and respect for the principles of scientific integrity, I*

#### Article 4

Any individual taking part in a research project or evaluation is bound to disclose any conflict of interest to the supervisor of the project or evaluation.

#### Article 5

Researchers undertake to abide by the laws and regulations governing their professional activity. Researchers who have authored an invention undertake to immediately inform their employer, in accordance with Article R611-1 of the French Intellectual Property Code<sup>4</sup>.

For all matters relating to intellectual property, researchers should refer to the regularly updated documentation issued by the *Direction Opérationnelle de la Contractualisation*.

#### Article 6

All personnel taking part in a research project (ANR, European, etc.) must ensure the compliance and accuracy of the data generated. All stages of data generation shall be documented in such a way as to allow for their verification or reproduction. If requested by one of the funding organizations, a Data Management Platform (DMP)<sup>5</sup> must be implemented.

In a partnership context, Article L533-4 of the French Research Code—which concerns the generation and reuse of scientific data—is to be applied.

#### Article 7

Research findings must be made public through open archives<sup>6</sup>, except where confidentiality restrictions, contractual or otherwise, preclude such disclosure.

Research findings are not to be divided or published separately with the sole aim of increasing the number of publications.

All individuals who contribute to a research project as authors must be recognized as such. This includes those who:

- a) Make substantial contributions to the implementation, execution, monitoring or evaluation of the research through their personal work
- b) Participate in the writing or critical proofreading of the manuscript
- c) Approve the final version of the manuscript

In addition, authors must take responsibility for their own part of the research and acknowledge the individual contributions of each of their co-authors at all stages of the research. To that end, the authors must ensure the proper consideration and resolution of questions relating to the accuracy or integrity of any part of the work.

Playing a role in organization, project management or financial support may not entitle an individual to be credited as co-author. Courtesy authorship practices are not permitted.

Order of authorship is to be determined transparently and in accordance with the norms and practices of the scientific community.

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*hereby undertake, to the best of my ability and for the entirety of my professional career, irrespective of sector or field of activity, to uphold the highest standards of integrity in my approach to knowledge, my methods and my results’.*”

<sup>4</sup> [https://www.legifrance.gouv.fr/codes/article\\_lc/LEGIARTI000006280355](https://www.legifrance.gouv.fr/codes/article_lc/LEGIARTI000006280355)

<sup>5</sup> <https://bib.insa-toulouse.fr/fr/chercheurs-et-doctorants/#science-ouverte>

<sup>6</sup> <https://hal.insa-toulouse.fr/>, <https://arxiv.org/>, etc.

The question of authorship is to be discussed and settled before the completion of the manuscript.

All sources utilized to generate the scientific findings must be cited as references. Guidelines on plagiarism<sup>7</sup> and the use of AI—especially generative AI—must also be observed.

INSA Toulouse personnel participating as authors must comply with the regulations of the University of Toulouse relating to author affiliation.

All publications based on findings obtained in a laboratory must be attributed to that laboratory, even if the authoring personnel has since left the laboratory.

Researchers are urged to publish in journals featuring a [green open access model](#)<sup>8</sup> (with open repositories) and to avoid predatory journals<sup>9</sup>.

#### **Article 8**

INSA Toulouse researchers may engage in expert appraisal or evaluation activities. These activities may involve project funding, peer review of publications, candidate selection, evaluation of higher education programs, laboratories or institutions, and other matters related to research or education. Any such activities must be performed in compliance with the rules of confidentiality and impartiality and be free from any conflict of interest.

#### **Article 9**

INSA Toulouse personnel may contact the Scientific Integrity Officer (*Référente Intégrité Scientifique*, RIS) to address any query or breach of scientific integrity ([ris@insa-toulouse.fr](mailto:ris@insa-toulouse.fr)).

#### **Article 10**

INSA Toulouse has appointed a Scientific Integrity and Research Ethics Committee, comprising the RIS and an elected member from the Board of Studies, the Board of Directors and the Scientific Council. INSA Toulouse personnel may request the involvement of the committee to address any issue relating to scientific integrity and research ethics.

Depending on the nature of the case under review, the Director of Research, the Director General of Services, the Security and Defense Official, the Data Protection Officer or any other expert may be invited to attend.

In certain cases, it may be necessary to request the intervention of the Research Ethics Committee (REC)<sup>10</sup> of the University of Toulouse.

The RIS can call on the REC should a breach of scientific integrity be reported.

#### **Article 11**

Should a breach of scientific integrity at the institution be confirmed, the Disciplinary Section may be convened to rule in accordance with the established regulations<sup>11</sup>.

#### **Article 12**

This charter must be made available to all INSA Toulouse personnel and brought to the attention of all new staff members.

This document comes into effect on the date of its approval by the Board of Directors on November 28, 2024.

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<sup>7</sup> <https://bib.insa-toulouse.fr/fr/formations/#plagiat>

<sup>8</sup> <https://scienceouverte.couperin.org/la-voie-verte-2/>

<sup>9</sup> <https://beallslist.net/>

<sup>10</sup> [https://www.univ-toulouse.fr/sites/default/files/2021-01/CER-Internal-regulation\\_8sept2020.pdf](https://www.univ-toulouse.fr/sites/default/files/2021-01/CER-Internal-regulation_8sept2020.pdf)

<sup>11</sup> [gedit.insa-toulouse.fr -01.1 - Gouvernance : conseils, comités, commissions - Arrêté section disciplinaire enseignants.pdf](https://gedit.insa-toulouse.fr -01.1 - Gouvernance : conseils, comités, commissions - Arrêté section disciplinaire enseignants.pdf)

**For further information:**

- French Research Code:  
[https://www.legifrance.gouv.fr/codes/texte\\_lc/LEGITEXT000006071190/](https://www.legifrance.gouv.fr/codes/texte_lc/LEGITEXT000006071190/)
- French Charter of Ethics for Research Professions:  
<https://www.ofis-france.fr/wp-content/uploads/2022/11/Charte-francaise-de-deontologie-des-metiers-de-la-recherche.pdf>
- CNRS guide for Promoting Honest and Responsible Research:  
<https://www.cnrs.fr/sites/default/files/ressource-file/Pratiquer-une-recherche-integre-et-responsable-2017.pdf>
- Related sources: <https://forbetterscience.com/>  
<https://retractionwatch.com/>  
<https://pubpeer.com/static/about>
- French Office for Research Integrity: <https://www.ofis-france.fr/en/>
- INSA statutes and INSA Disciplinary Section
- French Intellectual Property Code:  
[https://www.legifrance.gouv.fr/codes/texte\\_lc/LEGITEXT000006069414/](https://www.legifrance.gouv.fr/codes/texte_lc/LEGITEXT000006069414/)
- INSA Scientific Integrity Officer: [ris@insa-toulouse.fr](mailto:ris@insa-toulouse.fr)
- [Guide to applying the Law for a Digital Republic to research data](#)

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