

Attachment to Order No 74/2020/2021 of the Rector of Adam Mickiewicz University, Poznań of 18 March 2021

REGULATIONS OF THE ETHICS COMMITTEE OF ADAM MICKIEWICZ UNIVERSITY, POZNAŃ ON RESEARCH CARRIED OUT WITH THE PARTICIPATION OF HUMANS

§ 1

TASKS OF THE COMMITTEE

The Ethics Committee of Adam Mickiewicz University, Poznań on research carried out with the participation of humans, hereinafter referred to as the Committee, shall be a Rector's committee. The Committee's tasks shall include, in particular, giving opinions on the compliance of academic research carried out by employees, doctoral students, and students of Adam Mickiewicz University, Poznań with ethical and deontological standards.

§ 2

PERSONAL AND MATERIAL SCOPE

1. The Committee shall give opinions on ethical and deontological aspects of academic research of non-invasive nature (observation and intervention) carried out with participation of humans by employees and doctoral students of the University who are not medical doctors, hereinafter referred to as applicants. In the case of theses, the student shall submit an application approved by the supervisor of the thesis who is an employee of AMU.
2. The Committee shall give its opinion, in particular on the research method proposed by the applicant. Obtaining the opinion of the Committee shall not be obligatory.
3. In the case of research carried out by an applicant in cooperation with doctors of medicine, the Committee can only give an opinion within the scope that is not subject to the opinion of the competent Bioethics Committee.
4. The opinion of the Committee shall not exclude the necessity to obtain consent or opinion provided for in generally applicable provisions of law.

§ 3

COMPOSITION OF THE COMMITTEE AND PROCEDURE FOR APPOINTING MEMBERS

1. The Committee shall be composed of:
 - 1) deputy rector competent for research as the Chairperson;
 - 2) representatives of natural and exact sciences;
 - 3) representatives of social sciences and the humanities;
 - 4) representatives of other professions, in particular: a lawyer, a philosopher, and a member of the clergy.
2. The Chairperson of the Committee may appoint an expert who is not a member of the Committee.
3. The Chairperson shall exclude a member of the Committee who is also an applicant. In the case of a potential conflict of interest (obligations), the member of the Committee shall be obliged to notify the Chairperson of the Committee, who shall decide on the exclusion of the Committee member from the proceedings.

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4. The Committee shall be appointed by the Rector for the duration of the term of office of the University authorities, at the request of the deputy rector competent for research, in consultation with the heads of organisational units.
5. At the first meeting called by the Rector, the Committee shall elect the Deputy Chairperson of the Committee. The Secretary of the Committee shall be appointed by the Rector upon the motion of the Chairperson of the Committee from among Committee members. The Secretary of the Committee shall participate in the meetings without the right to vote.
6. The Chairperson shall convene meetings of the Committee on their own initiative or at the request of at least three members.
7. Persons invited by the Chairperson may participate in the work of the Committee in an advisory capacity.
8. The meetings of the Committee shall be recorded in the form of an electronic audio recording.

§ 4

PROCEDURE FOR GIVING OPINIONS

1. The Committee shall give its opinion on the basis of an application submitted before the research is launched. A specimen of the application constitutes an attachment hereto.
2. It is allowed to submit an application also in English, if it is justified by the subject of research.
3. Before giving its opinion, the Committee may request the applicant to complete or correct the application within the scope and time limit specified by the Committee. Specifying the time limit for completion or correction of the application shall not affect the time limit for the delivery of the opinion referred to in section 4.
4. The opinion shall be given within a time limit not exceeding three months from the date of submission of the application.
5. The Committee shall give a negative or positive opinion in the form of a resolution (in Polish and English) adopted by a simple majority of votes in the presence of at least half of the Committee members. Resolutions shall be adopted in an open ballot. At the request of a member of the Committee on any matter, voting shall be by secret ballot. Only votes for and against a resolution shall be cast. A negative opinion shall require a statement of reasons by the Committee.
6. The Chair may, under a simplified procedure, instruct one of the members of the Committee, known as the rapporteur, to examine the submitted application. In this case the Committee shall give opinion on the basis of the rapporteur's recommendation.
7. If necessary, the Chairperson of the Committee may seek the opinion of a person who is not a member of the Committee.
8. The Committee shall refuse to give opinion in the event that:
 - 1) it decides that the application does not meet the formal requirements or that the scope of the planned research does not concern important ethical aspects referred to in § 2 (2);
 - 2) the project does not have a scientific character;

- 3) the unit employing the applicant or being the place of project implementation has an ethics committee established before the entry into force hereof.
9. The Committee shall evaluate projects that have not been previously submitted for an opinion to committees on research ethics operating at faculties or other organisational units of the University.

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10. The Committee may withdraw its previously given positive opinion if, on the basis of reported reliable information, it determines that further research is incompatible with the previously submitted application or may significantly jeopardise the welfare of the research participants.

§ 5

FINAL PROVISIONS

1. The Committee shall submit an annual report on its activities to the Rector by 31 January.
2. In matters not regulated hereunder, generally applicable provisions of law and university moral standards shall apply.

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