1. **RATIONALE**
   The Research Integrity Advisory Group has been established to support Research Integrity Advisors to act effectively as the first point of contact for persons concerned about the conduct of RMIT research.

2. **ADVISORY GROUP PRACTICES**
   RMIT University has appointed Research Integrity Advisors to fulfil the obligations of the [Australian Code for the Responsible Conduct of Research](https://www.nhmri.org.au/publications/australian-code-responsible-conduct-research) (Section 10.3).

At RMIT University, Research Integrity Advisors fulfil the following duties:

a) Promote good practice research and provide advice in their College or School on approaches to research conduct, training and research processes.

b) Act as an advisor on research integrity to persons who are unsure about a research conduct issue and may be considering whether to make an allegation. This can include advice about the responsible conduct of research in a general sense. For example, if a research student has questions about proper management of research data, the Advisor can provide advice or suggest other sources of advice or information.

c) Advisors should have considerable experience in research and/or an understanding of the research process. They should be approachable and have an interest in contributing to RMIT research more broadly.

d) Where a person is considering making a complaint, the Advisor should outline the process used to consider research conduct complaints, including those about possible research misconduct, at RMIT.

e) Advisors may provide advice to people outside of their College or School. People may speak to an Advisor from other schools or colleges, but should understand that the advice provided may not be as sensitive to specific disciplinary practices.

f) Advisors must refer cases to another member of the RMIT Research Integrity Advisory Group or to the Research & Innovation Portfolio if they have a conflict of interest.

g) Advisors do not play a role in attempting to resolve complaints or allegations and must not make contact with respondents. The role of Advisor is limited to the provision of advice to people with questions. Advisors may be required to act as witnesses should an investigation be held into a matter that they have provided initial advice on.

h) Attend, where possible, meetings of the RMIT Research Integrity Advisor Group organised by the Research & Innovation Portfolio.

3. **MEMBERSHIP AND MEETINGS**
   The RMIT Research Integrity Advisor Group has the following composition:
   
   1. Director, Research Integrity & Governance (ex officio)
   2. Research Integrity Advisors

Membership for Research Integrity Advisors will be for a term of two years with the possibility of extension. Membership will comprise both women and men and approach gender balance. Research Integrity Advisors will be nominated by the Pro-Vice-Chancellors and confirmed by the Deputy Vice-Chancellor Research and Innovation and Vice President.