

CODE OF ETHICS - INFORMATION FOR INTERVIEWEES

Research undertaken by the European Policies Research Centre must comply with the University of Strathclyde's *Code of Practice on Investigations on Human Beings*. This Code is designed to ensure that all research undertaken by University staff and students is carried out in an ethical manner. The Code of Practice is intended to ensure that:

- research is designed and undertaken to ensure integrity and quality;
- research subjects (e.g. interviewees) are informed fully about the purpose, methods and possible uses of the research and what their participation involves;
- the confidentiality of information and participant anonymity is respected;
- involvement of research participants is voluntary; and
- research is independent, free of conflicts of interest or partiality.

Under this code, interviewees participating in the study must:

- (a) be clear about the nature, objectives and outputs of the study, and must consent to take part in the research and be aware that the consent is voluntary (and that participation/data may be withdrawn at any time);
- (b) have appropriate information on the name(s) of the person(s) conducting the interview, and the key questions/issues to be covered in the interview;
- (c) be assured that confidentiality and anonymity of the interviewee will be maintained (they will not be quoted or otherwise identified in evaluation reports unless they consent to be identified), and that data will be processed and stored securely;
- (d) be aware: of how the information will be used for the study and its outputs; that records may be maintained for further or follow-up research, but that they can decide not to allow this; and that they will be informed of the outcomes of the research by being notified when reports are published.

In case of any questions on the above, interviewees are welcome to contact EPRC (email: lynn.ogilvie@strath.ac.uk; tel: +44 141 548 3672) at any time. Further information on the University of Strathclyde's policy on ethics, including a copy of the Code of Practice, is available here: <http://www.strath.ac.uk/secretariat/ethics/>.