



RESILIENCE RESEARCH SOLUTION

Kamonyi, southern, Rwanda

[info@resilienceresearch.rw](mailto:info@resilienceresearch.rw)

Phone: 0732725170

PO.BOX 004 Kigali

---

## **RRS Ethical Policy**

### **1. Introduction**

RRS is committed to conducting business with integrity, transparency, and accountability. This Ethics Policy establishes guidelines to ensure all employees, contractors, and stakeholders adhere to legal standards and ethical principles in all operations, decision-making, and interactions. We are also committed to conducting research with the highest ethical standards. RRS, operating in Rwanda, is committed to upholding the highest ethical standards in all research activities. This Ethics Policy establishes a framework to ensure that our research practices align with Rwandan laws, international ethical guidelines, and our organizational values of integrity, accountability, and compliance with legal and regulatory requirements in all research activities.

### **2. Scope**

This policy applies to all employees, including full-time, part-time, and temporary staff, as well as contractors, suppliers, business partners, board members, and executives

### **3. RRS Principles**

- **Integrity & Honesty**

At RRS Integrity is a cornerstone of a healthy organizational culture. It encompasses honesty, accountability, and ethical behavior in all professional interactions. When employees and leaders demonstrate integrity, they foster an environment of trust and respect, which can significantly enhance productivity and morale, explore more [here](#).

- **Respect & Fairness**

At RRS respect and fairness are our key principles because respect is an appreciation for another person as well as their opinions, beliefs, and values. We actively listen to what our employees have to say, considering their perspectives on issues, and ensuring everyone feels they are being heard. Respect also underscores the importance of creating a work environment where people can be themselves without fear of judgment or discrimination. We also adhere to the principle of promoting dignity and respect as demonstrated [here](#). We also ensure that all employees are treated fairly and equally.

- **Scientific Rigor** means implementing the highest standards and best practices of the scientific method and applying those to the research. We are dedicated to use validated methodologies and ensuring reproducibility of results.
- **Compliance**

At RRS we adhere to institutional policies and government regulations which safeguarding human rights of living.

- **Confidentiality**

We are keen to keep secret or not disclosing information related to our staff and collaborators.

#### **4. Conflict of Interest at RRS**

At RRS, we uphold the highest standards of integrity and transparency in all our research and operational activities. All employees and collaborators are required to disclose any potential conflicts of interest that could influence their professional responsibilities or the outcomes of research projects. To safeguard the credibility and impartiality of our work, RRS implements robust mechanisms to identify, assess, and mitigate conflicts of interest.

By addressing these issues proactively, we ensure that our research remains objective, unbiased, and aligned with the ethical standards and expectations of our stakeholders.

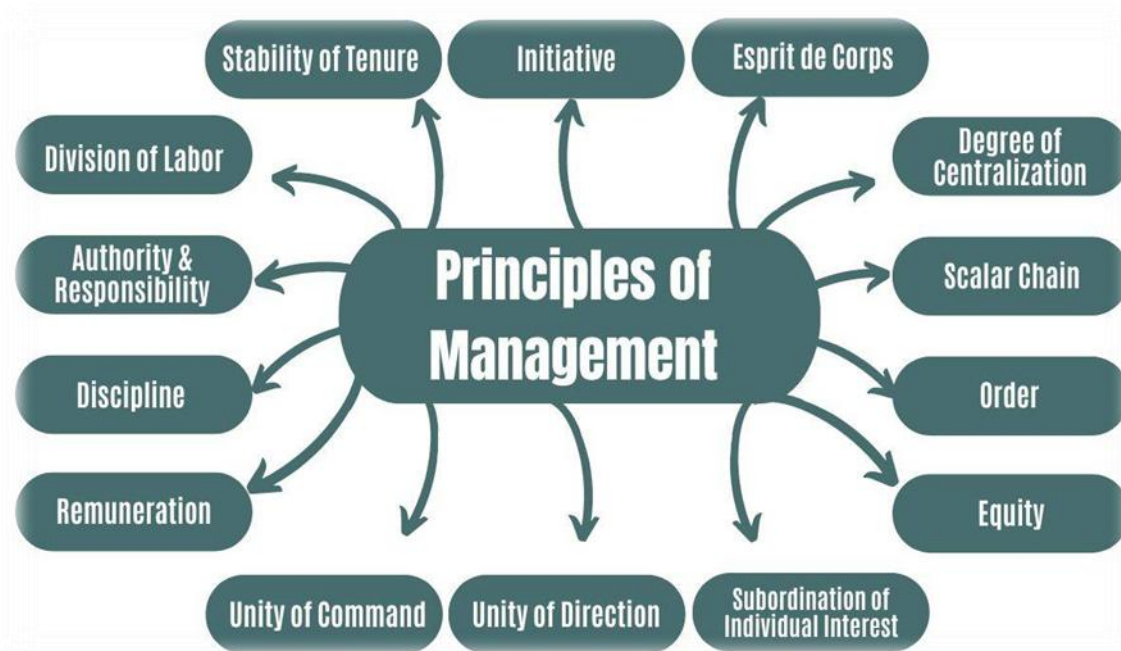
By adhering to these principles, we aim to produce reliable, impactful research that contributes meaningfully to scientific and community advancement.

## 5. Human Resources and Training

At RRS, we prioritize the recruitment of researchers with relevant academic and professional qualifications to ensure the delivery of high-quality research. To maintain these standards, we are committed to providing continuous professional development opportunities that enhance skills and knowledge. Our organization operates under a comprehensive code of conduct that outlines ethical and professional behavior, fostering a culture of integrity and accountability. Clear procedures are in place to address any violations or misconduct, ensuring that our research practices remain ethical and compliant.

Additionally, we provide a safe and healthy work environment by adhering to occupational safety standards. This includes regular training on laboratory safety, proper handling of hazardous materials, and emergency response protocols to protect the well-being of our staff and collaborators.

At RRS We apply Henri Fayol's Principles of Management as it is shown below and explained in detail [here](#)



### 5.1. Hiring and management of RRS staff

Staff recruitment will be conducted in accordance with local employment laws in Rwanda. Job descriptions will be posted on various social media platforms, and applicants will be shortlisted to undergo either a written test, an interview, or both. Employees will be governed by the labour laws of the Republic of Rwanda. In addition to these laws, RRS will formulate internal regulations to promote a balanced and professional workplace. This will

include work conditions, material and safety standards operating procedures (SOP) and SOPs for performance management.

## **6. Integrated Framework for Ethical Research Collaboration: Governance, Impact Assessment, and Knowledge Dissemination**

### **6.1. Collaboration Management**

All collaborators, partnerships, and subcontracts at RRS will be formalized through written agreements that outline the roles, responsibilities, and expectations of each party. These agreements will also include clear provisions for the management and ownership of intellectual property (IP) rights, ensuring transparency, fairness, and the protection of all parties involved. This structured approach promotes trust, accountability, and the successful execution of joint projects.

### **6.2. Monitoring and Evaluation**

At RRS, we are committed to the effective management of all projects through regular monitoring and evaluation against established milestones. This proactive approach enables us to track progress, identify potential risks, and implement timely corrective actions to ensure projects remain on schedule and aligned with their objectives. By maintaining a focus on continuous improvement and risk mitigation, we strive to deliver high-quality outcomes that meet the expectations of our stakeholders and partners. We fully participate in all operational research activities for any grant-funded research being implemented by RRS.

### **6.3. Community and Environmental Responsibility**

At RRS, we prioritize meaningful engagement with local communities to ensure that our research is culturally sensitive, respectful, and aligned with the needs and values of the populations we serve. We are committed to conducting research that delivers tangible benefits to these communities, fostering trust and collaboration throughout the research process.

To promote transparency and knowledge sharing, we provide timely feedback to stakeholders and disseminate research findings in accessible formats, ensuring that the results are understood and can be applied by diverse audiences, including community members, policymakers, and partners.

In addition, we are dedicated to minimizing the environmental impact of our research activities by adopting sustainable practices, reducing waste, and utilizing eco-friendly resources whenever possible, contributing to the well-being of both the communities we work with and the environment.

#### **6.4. Intellectual Property (IP) and Publication**

At RRS, we are committed to protecting intellectual property (IP) generated through research in accordance with local and international laws. We recognize the importance of safeguarding innovations while fostering a collaborative research environment that values and appropriately attributes the contributions of all team members and collaborators.

To promote transparency and the dissemination of knowledge, we encourage the publication of research findings in open-access journals, ensuring that our work is accessible to a broader audience and contributes to global knowledge sharing.

Additionally, RRS is dedicated to developing and implementing robust data-sharing policies that align with ethical and legal guidelines. These policies ensure that data is shared responsibly, with respect for confidentiality, participant rights, and regulatory requirements, while enabling collaboration and the advancement of science.

### **7. Research Compliance Framework: Integrity, Transparency and Data Protection**

#### **7.1. Research Integrity and Ethical Reporting**

RRS is committed to upholding the highest standards of research integrity by ensuring the accurate, honest, and transparent reporting of all data and results. We strictly prohibit any form of fabrication, falsification, or plagiarism, recognizing that ethical research practices are fundamental to maintaining credibility, advancing knowledge, and fostering trust with our stakeholders. By adhering to these principles, we aim to produce reliable, impactful research that contributes meaningfully to scientific and community advancement.

#### **7.2. Data Protection and Privacy**

At RRS, we are committed to ensuring full compliance with data protection laws, safeguarding the privacy and security of sensitive data. We implement secure storage and handling protocols to prevent unauthorized access or breaches, ensuring that all data is treated with the utmost confidentiality.

In line with ethical standards, we obtain informed consent from participants for data collection, usage, and sharing, ensuring transparency and respect for their rights.

Our research design, methodology, and data collection processes are rigorously developed to be scientifically sound and reproducible, maintaining the integrity of our work. To further enhance the quality and credibility of our

research, we actively promote peer review and collaboration, validating our findings and ensuring they contribute meaningfully to the scientific community.

**Approval Signatures:**

**Effective Date:** April 2025

**Policy Owner:** RRS

=====END=====