



Australian Government
National Health and Medical Research Council
Australian Research Council

Australian Research Integrity Committee (ARIC)

REQUEST FOR REVIEW

Lodging your application

A person, group or organisation may request that the Australian Research Integrity Committee (ARIC) review the process undertaken by an institution in relation to an allegation of research misconduct.

Further information about ARIC, including its Terms of Reference, is provided in the ARIC Framework (Feb. 2011), which is available on the [ARC website](#) and [NHMRC website](#).

To lodge this form by post:

ARIC-ARC Secretariat [IN CONFIDENCE]	OR	ARIC-NHMRC Secretariat [IN CONFIDENCE]
Australian Research Council		National Health and Medical Research Council
GPO Box 2702		GPO Box 1421
Canberra ACT 2601		Canberra ACT 2601

To lodge this form by **email** or **fax** and for assistance regarding ARIC:

Email: aric@arc.gov.au	Email: aric@nhmrc.gov.au
Ph: (02) 6287 6701	Ph: (02) 6217 9333 or 1800 646 726
Fax: (02) 6206 7233	

The ARIC Secretariat will only accept requests for review in writing via email, fax or regular post to the addresses listed above.

ARIC will only review requests where the applicant has provided sufficient specific information and contact details to permit assessment. A Request for Review will not be progressed until the required information is provided.

Prior to submitting this ARIC Request for Review, please ensure you have completed the Application Checklist below.

Application Checklist	
Please ensure you have completed the following sections :	If providing supporting documentation :
<ul style="list-style-type: none"> A.1 A.2 Contact Details A.3 	<p>I am also including copies of supporting documentation as indicated in Section G.</p>
<ul style="list-style-type: none"> B – Involved Agency/ Inst./Org. C – Finalisation Date D – Summary of the Matter E – Research Funding Support F – Organisation/ Regulators G – Key Supporting Documents H – Additional Information 	

Printed name:

Signature:

Date:

Section A.1

CONTACT DETAILS - APPLICANT

ARIC accepts anonymous complaints; however, anonymity can make it difficult to obtain the evidence required for review. ARIC often requires additional information to progress a review. The inability to contact the applicant or other persons who have standing in the matter may make this process more difficult.

Complete all fields

1	Full name	Title	Name		
	Current employer or affiliation(s)				
Contact address	Please indicated if this is a work or home address:		Work	Home	
	Address			State	Post code
Phone (*At least one number must be provided)	Home		Work		
	Mobile		Fax		
Email					
What is your preferred method of contact?					
How are you involved in the matter? (no more than 150 words)					

Section A.2

CONTACT DETAILS – PRIMARY PERSON(S) INVOLVED

The name and contact details of the primary person(s) involved in the institution's review of the allegation of research misconduct.

Complete all fields

1	Full name	Title	Name	
	Current employer			
	Contact Address	Address		State
				Post code
	Phone (*At least one number must be provided)	Home		Work
		Mobile		Fax
	Email			
	What is your preferred method of contact?			
	How are you involved in the matter? (no more than 150 words)			

Complete all fields

2	Full name	Title	Name	
	Current employer			
	Contact Address	Address		State
			Post code	
	Phone (*At least one number must be provided)	Home		Work
		Mobile		Fax
	Email			
	What is your preferred method of contact?			
	How are you involved in the matter? (no more than 150 words)			

Complete all fields

3	Full name	Title	Name	
	Current employer			
	Contact Address	Address	State	Post code
	Phone (*At least one number must be provided)	Home	Work	
		Mobile	Fax	
	Email			
	What is your preferred method of contact?			
	How are you involved in the matter? (no more than 150 words)			

Section A.3

CONTACT DETAILS – OTHER PERSON(S) INVOLVED

Please list details for any other persons who have a material interest in the matter, and who have not previously been identified in this application.

1	Person's name	Title	Name
	Person's affiliation		
	What was this person's material interest in the matter? (no more than 150 words)		

2	Person's name	Title	Name
	Person's affiliation		
	What was this person's material interest in the matter? (no more than 150 words)		

3	Person's name	Title	Name
	Person's affiliation		
	What was this person's material interest in the matter? (no more than 150 words)		

4	Person's name	Title	Name
	Person's affiliation		
	What was this person's material interest in the matter? (no more than 150 words)		

Section B

AGENCY/INSTITUTION/ORGANISATION(S)

At which agency, institution or organisation did the review of the allegation of research misconduct take place?

1 Name of agency/organisation	
Primary contact(s)	
Contact date(s)	

Was there another agency, institution or organisation that had material interest in the review of the allegation of research misconduct?

2 Name of agency/organisation	
Contact person(s)	
Contact date(s)	
How was the agency/institution/organisation involved in the matter? (no more than 150 words)	

Section D

SUMMARY OF THE MATTER

Please provide a brief summary of the matter (no more than 400 words). This summary must detail how you believe the institution has not observed proper process—in accordance with the Australian Code for the Responsible Conduct of Research (2007) and with institutional policy and procedures—in its review of the allegation of research misconduct. Please include relevant dates, even if approximate. A longer summary may also be provided at Section H – Additional Information.

Section E

RESEARCH FUNDING SUPPORT

Applications for ARIC review may be made only in relation to:

- Allegations of research misconduct involving any health or medical research conducted at or under the auspices of institutions in receipt of research funding under the National Health and Medical Research Council Act 1992; or
- Allegations of research misconduct involving any research (excluding any health or medical research defined above) conducted at or under the auspices of institutions in receipt of research funding under the Australian Research Council Act 2001 and/or of funding under any of the research grants specified in the table at section 41-10(1) of the Higher Education Support Act 2003 at items 7, 8, 10 and 11(b).

Please provide details of the type of research funding that satisfies one of the criteria above (e.g. an NHMRC or ARC grant or fellowship). Complete all fields.

Funding body	
Funding commencement date	
Award/Grant name	
Award/Grant number (if applicable)	
Chief Investigator name(s)	
Were, you the applicant (Section A.1), or anyone named within this ARIC Request for Review (Sections A.2 or A.3) involved in the Award/Grant? Yes – Please complete all fields	
Person's name	
Referenced in Section A.1, A.2 or A.3?	
Role within the Award/Grant?	

Section F

ORGANISATIONS/REGULATORS CONTACTED

Have any organisations or regulators (e.g. NTEU, Ombudsman's Office, Fair Work Australia) been contacted in relation to these matters?

1	Organisation contacted	
	Contacted person(s)	
	Contact dates	
What matter(s) were reported to the organisation/regulator (no more than 150 words)?		
Was a formal response received in writing? Yes No – Please indicate why and continue to Section G:		
Have you included a copy with this application? Yes No – Please indicate why:		

Section G

KEY SUPPORTING DOCUMENTS

Please provide details of supporting documents that are relevant to the matter. Include details and, where applicable, copies of any relevant documents and correspondence related to the matter.

1 Document title	
How does this document inform ARIC about the matter? (no more than 50 words)	Which section of the application does this document support? Section
Have you included a copy with this application? Yes, and I have marked it Item 1 No – Please indicate why:	

2 Document title	
How does this document inform ARIC about the matter? (no more than 50 words)	Which section of the application does this document support? Section
Have you included a copy with this application? Yes, and I have marked it Item 1 No – Please indicate why:	

3	Document title	
<p>How does this document inform ARIC about the matter? (no more than 50 words)</p>		<p>Which section of the application does this document support?</p> <p>Section</p>
<p>Have you included a copy with this application?</p> <p style="text-align: center;"> <input type="checkbox"/> Yes, and I have marked it Item 1 <input type="checkbox"/> No – Please indicate why: </p>		


4	Document title	
<p>How does this document inform ARIC about the matter? (no more than 50 words)</p>		<p>Which section of the application does this document support?</p> <p>Section</p>
<p>Have you included a copy with this application?</p> <p style="text-align: center;"> <input type="checkbox"/> Yes, and I have marked it Item 1 <input type="checkbox"/> No – Please indicate why: </p>		

5	Document title	
How does this document inform ARIC about the matter? (no more than 50 words)		Which section of the application does this document support? Section
Have you included a copy with this application? <div style="display: flex; justify-content: space-around;"> Yes, and I have marked it Item 1 No – Please indicate why: </div>		

6	Document title	
How does this document inform ARIC about the matter? (no more than 50 words)		Which section of the application does this document support? Section
Have you included a copy with this application? <div style="display: flex; justify-content: space-around;"> Yes, and I have marked it Item 1 No – Please indicate why: </div>		

7	Document title	
How does this document inform ARIC about the matter? (no more than 50 words)		Which section of the application does this document support? Section
Have you included a copy with this application? <div style="display: flex; justify-content: space-around;"> Yes, and I have marked it Item 1 No – Please indicate why: </div>		

8	Document title	
How does this document inform ARIC about the matter? (no more than 50 words)		Which section of the application does this document support? Section
Have you included a copy with this application? <div style="display: flex; justify-content: space-around;"> Yes, and I have marked it Item 1 No – Please indicate why: </div>		

	<p>Document title</p>
<p>How does this document inform ARIC about the matter? (no more than 50 words)</p>	<p>Which section of the application does this document support?</p> <p>Section</p>
<p>Have you included a copy with this application?</p> <p>Yes, and I have marked it Item 1 No – Please indicate why:</p>	

Section H (optional)

ADDITIONAL INFORMATION

Please adhere to a word limit of no more than 1000 words.

Section H (cont...)
