



## Misconduct in Research / Research Integrity Policy

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KELP ARK (formally AltaSeeds Conservancy)  
A California Public Benefit Corporation

2451 Signal Street, San Pedro, CA 90731

**Approved by:** Board of Directors

**Last Revised:** January 16, 2025

## I. Purpose

To promote the integrity of research conducted under the institution's auspices and to establish procedures for handling allegations of research misconduct in accordance with federal regulations.

## II. Scope

This policy applies to all staff, directors, officers and collaborators involved in research at AltaSeeds Conservancy (DBA Kelp Ark).

## III. Definitions

1. **Research Misconduct:** Fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or in reporting research results.
  - **Fabrication:** Making up data or results and recording or reporting them.
  - **Falsification:** Manipulating research materials, equipment, or processes, or changing or omitting data or results such that the research is not accurately represented.
  - **Plagiarism:** Appropriating another person's ideas, processes, results, or words without giving appropriate credit.
2. **Research Integrity:** Adherence to ethical principles and professional standards in the conduct of research.

## IV. Compliance with Federal Regulations

This policy complies with the Public Health Service (PHS) regulations (42 CFR Part 93) and other applicable federal regulations.

## V. Responsibilities

- **Research Integrity Officer (RIO):** Responsible for overseeing the implementation of this policy, conducting investigations, and ensuring compliance with federal regulations.
- **All Researchers:** Expected to conduct research ethically and report any allegations of misconduct.

## VI. Reporting Allegations

1. Any individual who suspects research misconduct must report their concerns to the RIO or designated authority.
2. Reports can be made confidentially and without fear of retaliation.

## VII. Investigation Process

1. **Initial Assessment:** The RIO will conduct a preliminary assessment of the allegations to determine if they warrant a formal investigation.
2. **Formal Investigation:** If warranted, a formal investigation will be initiated, involving a committee of qualified individuals.

3. **Timeline:** The investigation will be completed within 120 days, with written reports provided to the appropriate parties.

### **VIII. Findings and Actions**

1. If misconduct is confirmed, the institution will impose appropriate sanctions, which may include termination, retraction of publications, or reporting to funding agencies.
2. If misconduct is not found, the institution will ensure that the accused's reputation is restored, and any necessary remedial actions are taken.

### **IX. Record Keeping**

All documentation related to allegations and investigations will be maintained for a minimum of seven years, in compliance with federal regulations.

### **X. Training and Education**

The institution will provide regular training on research integrity and ethical standards to all researchers.

### **XI. Review of Policy**

This policy will be reviewed annually and updated as necessary to ensure compliance with federal regulations and best practices in research integrity.