ANNEX F: ETHICAL PROVISIONS IN DATA COLLECTION

These guidelines on ethical provisions - adapted from the Ethics Principles for Research and Evaluation established by the United Kingdom's Department for International Development (DFID) and adopted by the Strategic Impact Evaluation Fund (SIEF) of the World Bank - may be annexed to the TORs for firms hired for data collection. They are applicable to data collection tasks on sensitive topics or those involving human subjects. The purpose is to encourage and ensure that contracted firms adhere to the highest standards of ethics in data collection.

1. Researchers and evaluators would be responsible for identifying the need for and securing any necessary ethics approval for the study they are undertaking. Technical proposals should include a description of the protocol for human subjects and a plan for securing ethical clearance in the technical proposal. Such a protocol may be from national or local ethics committees in countries in which the study will be undertaken, or other stakeholder institutions with formal ethics approval systems.

2. Researchers and evaluators should avoid harm to participants in studies. They should ensure that the basic human rights of individuals and groups with whom they interact are protected. This is particularly important when working with asylum seekers, refugees, internally displaced persons, or returnees. The wellbeing of researchers/ evaluators working in the field should also be considered.

3. Participation in research and evaluation should be voluntary and free from external pressure. Information should not be withheld from prospective participants that might affect their willingness to participate. All participants should have a right to withdraw from research/ evaluation and withdraw any data concerning them at any point without fear of penalty.

4. Researchers and evaluators should ensure confidentiality of information, privacy and anonymity of study participants. They should communicate clearly with prospective participants any limits to confidentiality.

5. Researchers and evaluators should operate in accordance with local laws and international human rights conventions and covenants. They should respect cultural sensitivities, such as: differences in culture, local behavior and norms, religious beliefs and practices, sexual orientation, gender roles, disability, age and ethnicity and other social differences.