Toulouse School of Economics

IAST

TSE-IAST REVIEW BOARD FOR ETHICAL STANDARDS IN RESEARCH

With the aim of ensuring the maintenance of high ethical standards in all research involving human subjects, TSE and IAST establishes a review board for ethical standards in research. This committee will review the proposals of all research activities involving human subjects.

The Committee will evaluate the proposals submitted according to the standards of academia, and follow:

- The Charters of the Fundamental Right of the European Union (2000/C 364/0)
- The Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 on the protection of individuals with regard to the processing of personal data and on the free movement of such data
- The principles of the European Group on Ethics in Science and New Technologies
- The "Toulouse School of Economics: Ethical rules for the conduct of experiments"
- The TSE statement of scientific integrity
- The IAST Ethics Code: http://www.iast.fr/sites/default/files/Documents/Communication/code_ethics.pdf

1. Composition

The committee will be formed by four internal and two external researchers in the fields of Economics, Anthropology and Cognitive Science, each with a term of two years.

The members will appoint a chair, a member of the TSE-IAST community. The chair will manage the received proposals, and will coordinate a yearly meeting of the committee. The committee will also appoint a vice-chair for proposals where the chair may have a conflict of interest.

List of members for 2021:

- Jonathan Stieglitz (internal member and chair); IAST/UT1 faculty
- Catherine Cazals (internal member); TSE/UT1 faculty
- Nicolas Treich (internal member); INRAE Researcher, TSE/UT1
- Chlöé Farrer (internal member); CNRS Researcher, IAST/UT3
- Marie-Claire Villeval (external member); CNRS Researcher, University of Lyon
- Marc Willinger (external member); University of Montpellier faculty

2. Submission of proposals and evaluation:

2.1. Researchers interested in doing any activity involving human subjects should send to the committee chair:

a) Short description of the research objectives.
b) Description of the setting where the research will be performed. In the case of field experiments or other fieldwork, the application should include a report of the setting following the guide in the Appendix.
c) A study protocol (e.g., questionnaires; experimental instructions and treatments).

2.2. The application file will consist of the following questions, in two parts:

Part A

a) Does the study involve participants who are unable to give informed consent?
b) Does the research involve other vulnerable groups?
c) Will the study involve discussion of sensitive topics (e.g. sexual activity, drug use)?
d) Are drugs, placebos or other substances to be administered to study participants, or will the study involve invasive, intrusive or potentially harmful procedures of any kind?
e) Will tissue samples (including blood) be obtained from participants?
f) Is pain or more than mild discomfort likely to result from the study?
g) Could the study induce psychological stress or anxiety, or cause harm or negative consequences beyond the risks encountered in daily life?
h) Will the study involve prolonged or repetitive testing?
i) Will the research involve administrative or secure data that requires permission from the appropriate authorities before use?
j) Is there a possibility that the safety of the researcher may be in question?
k) Will deception be used?

Part B

a) Provide a short description of the research objectives.
b) Provide a description of the setting where the activity will be performed.
c) Provide the complete experimental protocol and/or survey questionnaire.
d) Provide the consent form that people will be presented. Include how long from the participant's perspective the study will take, anticipated participant risks (if any), and anticipated participant benefits (if any).
e) Indicate the steps you will take to anonymize the data, if relevant.

2.3. The chair of the committee will send the application for review to three members of the committee, taking into account possible conflicts of interest. When sending the application, the chair will set a deadline (within a month whenever possible taking into account holidays) for the reviewers to give their evaluation of the proposal.

2.4. The reviewers will submit their advice about the proposal that will include a recommendation (accept, conditionally accept, to be resubmitted) and a short memo discussing their recommendation.

2.5. The chair will compile a summary of the reports, while ensuring anonymity of the reviewers, and will transmit the board's decision to the applicant.

2.6. For exceptional situations in which an application raises concerns from reviewers such that the chair perceives a need for further discussion, the chair may call for a meeting of the committee and the applicant.

3. Exemption from review (fast track)

Studies falling into the category of classical economic laboratory experiments will have an exemption from review by this board and will be directly reviewed concerning standards in experimental economics by the TSE review board for economic lab experiments (head of this committee: Roberta Dessi).

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APPENDIX

In addition to the study protocol, field projects will add an appendix with the following information:

1. Field work: Description of the setting

This part should include:

- Description of the research locale and why that setting was chosen.
- Description of the context of relevant cultural norms, and how the 'ethical rules for experiments' will be adapted to the locale. In case of non-experimental studies, describe the precautions taken to ensure ethical standards for the human participants.
- Describe the researchers' link to the community (including any agreements with local institutions and/or research centers), knowledge of the local culture, and any local regulatory norms to be taken into account.

2. Adaptation of consent form and protocol to the local setting

This part should include:

- Description of who is responsible for giving consent in this research culture, and how participants will be able to give consent and announce (if desired) willingness to withdraw from the study.
- Explanation of particular risks for participants that may appear given the setting and the steps taken to prevent them.
- Description of rewards, payments etc. to be made to participants and to which degree they are adapted to the setting.

3. Training of study directors in the field

This part should include:

- Description of how training of the study directors will include training and testing concerning ethical rules.
- Description of the pilot sessions to be performed to ensure homogeneity of the protocol across sessions and with respect to the ethical rules.