The recommendations which follow are not intended as rules, but rather as guidelines for each investigator to ensure the quality and integrity of research.

1. SUPERVISION

1.1 The principal investigator must ensure that all individuals under his/her supervision have the training and competence needed to carry out their responsibilities.

1.2 The responsibility for supervision of each research support staff member funded through a research grant should be specifically assigned to one of the investigators of the research team.

1.3 The supervising investigator should supervise the design of studies and the processes of acquiring, recording, examining/analyzing, interpreting, and storing data. (A supervisor who limits his/her role to the editing of manuscripts does not provide adequate supervision.)

1.4 Collegial discussions among investigators and research support staff should be held regularly both to contribute to the scientific efforts of the members of the research team and to provide informal peer review.

2. DATA GATHERING, RETENTION

2.1 Utmost care should be exercised in accurately recording all data.

2.2 The complete set of verifiable original data should be retained for as long as there is reasonable need to refer to them.

2.3 In no instance should original data be destroyed while investigators, colleagues, or readers of published results may raise questions answerable only by reference to such data.
3. AUTHORSHIP

3.1 Each co-author of a research paper must have made a significant intellectual or practical contribution to the manuscript/project. The concept of "honorary authorship" is deplorable.

3.2 Each co-author is responsible for verifying that part of the manuscript that falls within his/her specialty area.

3.3 The first principal author will be responsible for the validity of the entire manuscript.

4. PUBLICATION

4.1 Simultaneous submission of multiple similar abstracts or manuscripts to journals is improper.

4.2 The covering letter to the publishers must be signed by each co-author indicating that she/he has reviewed and approved the manuscript to the extent possible, given individual expertise.