



army families federation

# AFF Research Ethics<sup>1</sup>

1. AFF will ensure that participation in any research is voluntary and that participants may withdraw from involvement at any time
2. AFF will be transparent as to the subject, purpose and method of any data collection
3. AFF will respect the confidentiality of information collected
4. AFF will respect the rights, values and wellbeing of all individuals
5. AFF will ensure that participants are not harmed or adversely affected by its research
6. AFF will ensure it exercises professionalism and integrity in the design, conduct and reporting of its research activities
7. AFF will ensure that any research collected will contribute to a development of further understanding and knowledge
8. AFF will ensure that any third parties undertaking research on behalf of AFF will adhere to these ethics guidelines.

<sup>1</sup>AFF has used the following sources when considering the compilation of its ethics policy – University of Sheffield, British Psychological Society, Economic & Social Research Council, Market Research Society

## **AFF will ensure that participation in any research is voluntary and that participants may withdraw from involvement at any time**

- All AFF staff who ask families to participate in any surveys or research will ensure they make it clear that any participation is completely voluntary and they may withdraw their participation at any time

## **AFF will be transparent as to the subject, purpose and method of any data collection**

- AFF staff will be clear about why the survey is taking place, how AFF is collecting the data/information and what will be done with the data

## **AFF will respect the confidentiality of information collected**

- AFF will ensure that any online surveys remain anonymous
- AFF staff undertaking face-to-face research with families will ensure that any surveys completed or information given will remain anonymous, unless the participant wishes their details to be passed on
- AFF will never pass on the personal details of anyone who participates in any research without the explicit permission of the participant or unless there is a legal reason to do so

## **AFF will respect the rights, values and wellbeing of all individuals**

- AFF will respect that Army families come from a variety of backgrounds with differing values and views

## **AFF will ensure that participants are not harmed or adversely affected by its research**

- AFF will be mindful of participants who are participating in research of a sensitive nature and ensure that no research causes any harm to the participants

## **AFF will ensure it exercises professionalism and integrity in the design, conduct and reporting of its research activities**

- AFF will ensure that our research activities are carried out as professionally as possible
- AFF will ensure that key staff involved in research design will receive appropriate support and training

## **AFF will ensure that any research collected will contribute to a development of further understanding and knowledge**

- AFF will also endeavour to ensure that our research helps to contribute to a better understanding of the needs and views of Army families and that the findings of the research enable better support and information for our families

## **AFF will ensure that any third parties undertaking research on behalf of AFF will adhere to these ethics guidelines**

- AFF will ensure that any research undertaken by third parties on behalf of AFF, such as academics, will also follow our guidelines