Rwanda

Ministerial Instructions regulating Research Activities in Rwanda
Ministerial Order 3 of 2010

Legislation as at 24 December 2010
FRBR URI: /akn/rw/act/mo/2010/3/eng@2010-12-24

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PDF created on 21 February 2024 at 12:26.

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Ministerial Instructions regulating Research Activities in Rwanda

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Published in Official Gazette special on 24 December 2010
Assented to on 9 December 2010
Commenced on 24 December 2010

[This is the version of this document from 24 December 2010.]

The Minister of Education;

Pursuant to the Constitution of the Republic of Rwanda of 04 June 2003 as amended to date, especially in Article 201;

Pursuant to Organic Law n° 20/2003 of 03/08/2003 organising education, especially in Articles 2 and 11;
Pursuant to Law n° 20/2005 of 20/10/2005 governing the organization and functioning of higher education;

In order to document and coordinate research activities carried out in Rwanda, by building national capacity and acquisition of basic and sound knowledge for establishment of national priorities and formulation of public policy for research;

In order to establish standard norms for research in Rwanda;

HEREBY GIVES THE FOLLOWING INSTRUCTIONS:

Chapter One
General provisions

Article One – Purpose of these instructions

These instructions establish the regulations governing research activities in Rwanda.

Article 2 – Scope

These instructions shall concern all public and private institutions, agencies or individuals who carry or intend to carry out research activities in Rwanda.

Article 3 – Importance of these instructions

The importance of these instructions is as follows:

1° to assist in the documentation and coordination of all research activities carried out in Rwanda;

2° to build the national capacity for research, including the identification of national research priorities and to effectively implement research activities;

3° to promote and prioritize the necessary areas of research activities in line with national development objectives;

4° to prevent fragmentation and duplication of research efforts in Rwanda;

5° to increase the number of high-quality researchers in Rwanda;
6° to prevent research misconduct and activities that may be harmful to human health and the environment;
7° to prevent unauthorized collection and transfer of research materials and/or information from research;
8° to protect the rights and welfare of research subjects;
9° to foster links among national institutions and research organizations, and around the world in order to develop a platform for collaboration and knowledge transfer.

Chapter II
Responsibilities of the research organs

Article 4 – Responsibilities of the Ministry in charge of research activities
The Ministry in charge of research activities shall be responsible for the following:
1° to prepare the policy, rules and regulations for research in Rwanda and to ensure their implementation;
2° to identify priority areas of research with a view to national development;
3° to establish the standard norms in relation to conduct of research activities;
4° to coordinate all the research activities carried out in Rwanda;
5° to monitor the execution of international protocols relating to research activities ratified by the government;
6° to sensitize and advise institutions and competent individuals to engage in research activities;
7° to conduct trainings and coordinate consultative meetings for various researchers to exchange views;
8° to award prizes where possible for outstanding contribution of researchers to the development of Rwanda.

The General Directorate of Science, Technology and Research in the Ministry in charge of research shall be responsible for the daily management of research activities in Rwanda.

Article 5 – Responsibilities of research institutions
A research institution, within the scope of its research activities, shall have the following responsibilities:
1° to manage and coordinate all the research activities within its scope undertaken by various researchers;
2° to take all the necessary measures in order to promote research carried out on the mission of the institutions;
3° to ensure that the research carried out in the institution is in compliance with the instructions regulating research activities;
4° to prepare and submit a quarterly report to the Ministry in charge of research, describing the ongoing and completed research activities relating to the mission of the institution.

Chapter III
Research activities

Article 6 – Application for authorisation to carry out research
Any institution or individual which/who intends to engage in research activities shall apply for authorisation to the General Directorate of Science, Technology and Research in the Ministry in charge of research.

The application to engage in research activities shall be done out in accordance with these instructions.
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Authorisation to carry out research in a protected zone like a national park and prisons shall be sought from a competent authority.

Authorisation to carry out research on a human being shall be sought from the sole subject of research or the guardian in case of a minor.

Students, lecturers and researchers in public and private institutions of learning in Rwanda as well as public servants and staff of public and private research institutions, when undertaking research activities in the framework of their duties, shall not be required to seek prior authorisation from the Directorate General in charge of Science, Technology and Research of the Ministry in charge of Research.

Article 7 – Approval to carry out research activities

The approval to carry out research activities shall be issued by the General Directorate of Science, Technology and Research, subject to the applicant’s satisfactory fulfilment of the required conditions.

The applicant who is authorised to carry out research activities shall be issued with a Research Clearance Certificate indicating the type, location and the validity of the research activity. He/she shall also be issued with a research identity card to be presented where necessary.

Article 8 – Rights of the approved research applicant

Any approved research applicant shall be entitled to the following rights:

1° to freely receive from the General Directorate of Science, Technology and Research, rules and regulations relating to research;
2° to appoint research assistants and to ensure that they comply with research laws and regulations;
3° to have access to public information;
4° to apply for and receive any prizes or awards that may be applicable in the research field.

Article 9 – Obligations of the approved research applicant

Any approved research applicant shall be required to respect the following obligations:

1° to abide by the policy and research rules and regulations;
2° to accept visits of the General Directorate of Science, Technology and Research in the Ministry in charge of research or its appointed representative in order to view progress of the research and to ensure that regulations relating to research are respected;
3° to submit a report every six (6) months to the General Directorate of Science, Technology and Research;
4° to submit a copy of the final report detailing the research findings to the General Directorate of Science, Technology and Research.

Article 10 – Researcher’s conduct

A researcher shall be guided by the following:

1° conform to the government policy, laws and instructions governing research activities and research profession;
2° in preparation and implementation of a research project, a researcher shall be obliged to excel in all his/her work done;
3° to strive to protect the dignity, rights, security and health of the research subjects or the researchers, and shall report any activities that contradict of this requirement.
4° to respect the right of confidentiality of data of research carried out on human beings. He/she shall release such data when permitted by the research subject;

5° to regularly acknowledge co-authorship in research activities carried out by him/her;

6° to indicate accurate research data without any data fabrication or alteration, plagiarism and misrepresentation and not to deceive on his or other people's roles and interests in the research;

7° to abide by international research principles governing his/her specific field of his/her research;

8° to promote cooperation with other researchers in order to exchange knowledge and experience relating to confidentiality;

9° A researcher shall strive to train and to build capacity in the field of his/her research.

Article 11 – Withdrawal of authorisation to carry out research activities

Any authorised applicant to carry out research activities may be deprived of such an authorisation due to one of the following reasons:

1° failure to respect the code of conduct of a researcher;

2° failure to abide by the policy, laws and regulations that govern research;

3° participating in acts which compromise security instructions or can lead to insecurity.

Article 12 – Decision to withdraw the authorisation to carry out research

Decision to withdraw the authorisation to carry out research shall be taken by the General Directorate of Science, Technology and Research.

Chapter IV
Research data

Article 13 – Use of research data

Data generated through research activities in Rwanda shall be managed and used in ways that maximise public benefit in Rwanda and the international research community where confidentiality and intellectual property rights permit.

All users of research data are obliged to fully acknowledge the source of their data and abide by the terms and conditions under which they accessed the original data.

Chapter V
Final provisions

Article 14 – Repealing provision

All prior instructions contrary to these Instructions are hereby repealed.

Article 15 – Commencement

These Instructions shall come into force on the date of their publication in the Official Gazette of the Republic of Rwanda.