



NIGERIAN INSTITUTE OF MEDICAL RESEARCH

**SAFEGUARDING
SECURITY
AND RISK MANAGEMENT
POLICY**

February 2024

**SAFEGUARDING, SECURITY,
AND RISK MANAGEMENT POLICY
FOR THE
NIGERIAN INSTITUTE OF MEDICAL RESEARCH.**

1. Purpose:

The purpose of this policy is to establish guidelines and procedures to ensure the safeguarding, security, and effective risk management of research projects conducted at the Nigerian Institute of Medical Research (NIMR). This policy aims to protect the integrity of research data, ensure the safety of researchers and participants, and mitigate potential risks associated with research activities.

2. Scope:

This policy applies to all researchers, staff, students, and collaborators involved in research projects conducted at NIMR. It encompasses all stages of research, including planning, implementation, data collection, analysis, and dissemination.

3. Safeguarding and Security Measures:

- 3.1. All researchers must adhere to ethical guidelines and standards set forth by relevant regulatory bodies and institutional review boards.

- 3.2. Access to research facilities, equipment, and data should be restricted to authorized personnel only.
- 3.3. Confidentiality of research data must be maintained at all times to protect the privacy and rights of research participants.
- 3.4. Researchers are responsible for the safe storage and disposal of research materials, including biological samples, chemicals, and sensitive information.
- 3.5. Security measures, such as access control, surveillance, and cybersecurity protocols, should be implemented to prevent unauthorized access to research data and facilities.

4. Risk Management:

- 4.1. A risk assessment should be conducted at the beginning of each research project to identify potential hazards and risks.

- 4.2. Mitigation strategies should be developed and implemented to address identified risks and ensure the safety of researchers and participants.
- 4.3. Emergency response plans should be in place to address accidents, security breaches, natural disasters, or other unforeseen events.
- 4.4. Researchers must receive training on safety protocols, emergency procedures, and risk management practices relevant to their research activities.
- 4.5. Regular monitoring and evaluation of risk management measures should be conducted to identify areas for improvement and ensure compliance with established protocols.

5. Compliance and Enforcement:

- 5.1. Non-compliance with this policy may result in disciplinary action, including but not limited to suspension of research activities, termination of employment, or legal consequences.

5.2. All researchers, staff, and collaborators are responsible for familiarizing themselves with this policy and complying with its provisions.

5.3. The Research Ethics Committee and Institutional Review Board at NIMR are responsible for overseeing the implementation of this policy and ensuring compliance with ethical standards and regulatory requirements.

6. Review and Revision:

This policy will be reviewed annually and updated as needed to reflect changes in regulations, best practices, and organizational requirements. Amendments to the policy will be communicated to all stakeholders in a timely manner.

7. **Contact Information:**

For questions or concerns regarding this policy, please contact the Research Ethics Committee at NIMR.

Approved by:

A handwritten signature in red ink, appearing to read 'Babatunde Lawal Salako', with a horizontal line drawn through it.

Prof Babatunde Lawal Salako

Director General /CEO

Nigerian Institute of Medical Research

Date: 04/05/21