

Procedure for research proposals financed by undemocratic countries

Faculty of Archaeology

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AGH and JM

The following steps must be observed for research proposals funded by governments of undemocratic countries where human rights are violated (Note: This does not apply to research conducted in undemocratic countries funded by, for example, Dutch or European funds). The onus is on the researcher to determine if and when this is the case. Various indices can be used for this purpose, for example Freedom in the World (https://en.wikipedia.org/wiki/Freedom_in_the_World) or the Democracy Index (<https://www.eiu.com/n/campaigns/democracy-index-2022>).

Steps to be taken:

- 1) The researcher performs the Knowledge Security check by filling in FdA's Knowledge Security Questionnaire (request via researchsupport@arch.leidenuniv.nl), in consultation with their Head of Department. If the researcher and the Head of Department are not sure if the collaboration should go ahead, they should submit a request for a ruling by the Knowledge Security Advice Desk.
- 2) If the researcher and Head of Department determine that the collaboration should go ahead, then the Head of Department submits the proposal as well as the completed Knowledge Security Questionnaire to the Faculty Board.
- 3) The Faculty Board discusses the proposal, advised by the Faculty Office. The Faculty Board then decides whether or not to proceed to the next stage.
- 4) The Dean may request advice from
 - a) the Security Affairs department (knowledge security and risk analysis) and the Legal Affairs department (contract/agreement) of Administration and Central Services.
 - b) various Faculty committees: the Research Committee, the Ethics Committee and the Diversity Committee.
- 5) If necessary, the submitters amend the proposal based on the recommendations received.
- 6) The Faculty Board takes a proposed decision.
- 7) Advice is sought from the Faculty Council (see Article 39.1c of the Faculty Regulations - "structural cooperation with partners within or outside the Faculty").
- 8) The Faculty Board takes a definitive decision.