



JAI HIND COLLEGE

**Basantsing Institute of Science & J. T. Lalvani College of Commerce
and Sheila Gopal Raheja College of Management
(Autonomous)**

Research Ethics Committee AI Use Policy for Researchers

This policy governs the use of Artificial Intelligence (AI) tools by researchers at Jai Hind College (Autonomous), in keeping with the research-integrity and transparency benchmarks expected under NIRF, QS World University Rankings, and NAAC frameworks, and aligned with COPE and ICMJE guidance on AI in scholarly work.

1. Scope

Applies to all faculty, research scholars, postgraduate students, and staff undertaking research, manuscript preparation, grant proposals, or data analysis at the institution.

2. Permitted Uses

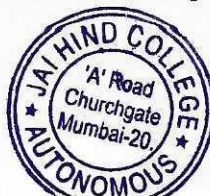
- Literature search assistance and summarisation (with verification of sources)
- Language editing, grammar, and readability improvement
- Code generation or debugging for data analysis
- Idea generation and structuring of drafts
- Formatting of references, subject to accuracy checks

3. Mandatory Disclosure

- Any AI tool used in research design, data analysis, or manuscript preparation must be disclosed in the Methods/Acknowledgements section, naming the tool and version..

4. Prohibited Uses

- AI tools must not be listed as an author or co-author, as they cannot bear accountability for the work (per ICMJE/COPE norms).
- AI must not be used to fabricate data, citations, or results.
- AI-generated content must not be submitted as original scholarly analysis without human verification or undertaking research by oneself.
- AI must not be used to bypass plagiarism checks or ethical review requirements.




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5. Accountability

- The Principal Investigator/corresponding author remains fully accountable for the accuracy, originality, and integrity.
- All AI outputs must be critically reviewed, fact-checked, and edited by the researcher before inclusion in any research output.

6. Data Privacy & Confidentiality

- Confidential, unpublished, or participant-identifiable data must not be entered into public or non-institutional AI tools.
- Only institutionally approved or anonymised data may be processed through AI platforms.

7. Compliance with External Guidelines

Researchers must additionally comply with the specific AI-use policies of the target journal, publisher, or funding agency, which take precedence in case of conflict. This policy will be reviewed periodically to align with evolving UGC, COPE, and ICMJE guidelines.

8. Violations

Non-compliance with this policy may be treated as a research-misconduct matter and referred to the Research Ethics Committee for review.

Approved by: Research Ethics Committee, Jai Hind College (Autonomous)



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