

সংস্কার উদ্যোগ বাস্তবায়ন কর্মপরিকল্পনা - সউবাক
(Reform Initiative Implementation
Action Plan - RIIAP)

- উদ্যোগী কর্মকর্তার নাম: মায়মুনা বিনতে মাসুদ
- পদবি: গবেষণা অফিসার
- কর্মস্থল: বিপিএটিসি

Title: Implementation of an
Institutional Review Board(IRB) for
Research Governance at BPATC

Problem Statement

Despite BPATC's significant role in public sector research, policy analysis, and capacity-building, there is currently **no formal mechanism in place to ensure the ethical review and oversight of research activities** involving human subjects, sensitive data, or field-level engagement. This absence of an Institutional Review Board (IRB) creates a critical gap in **research governance, ethical accountability, and institutional credibility.**

Without a structured ethics review system:

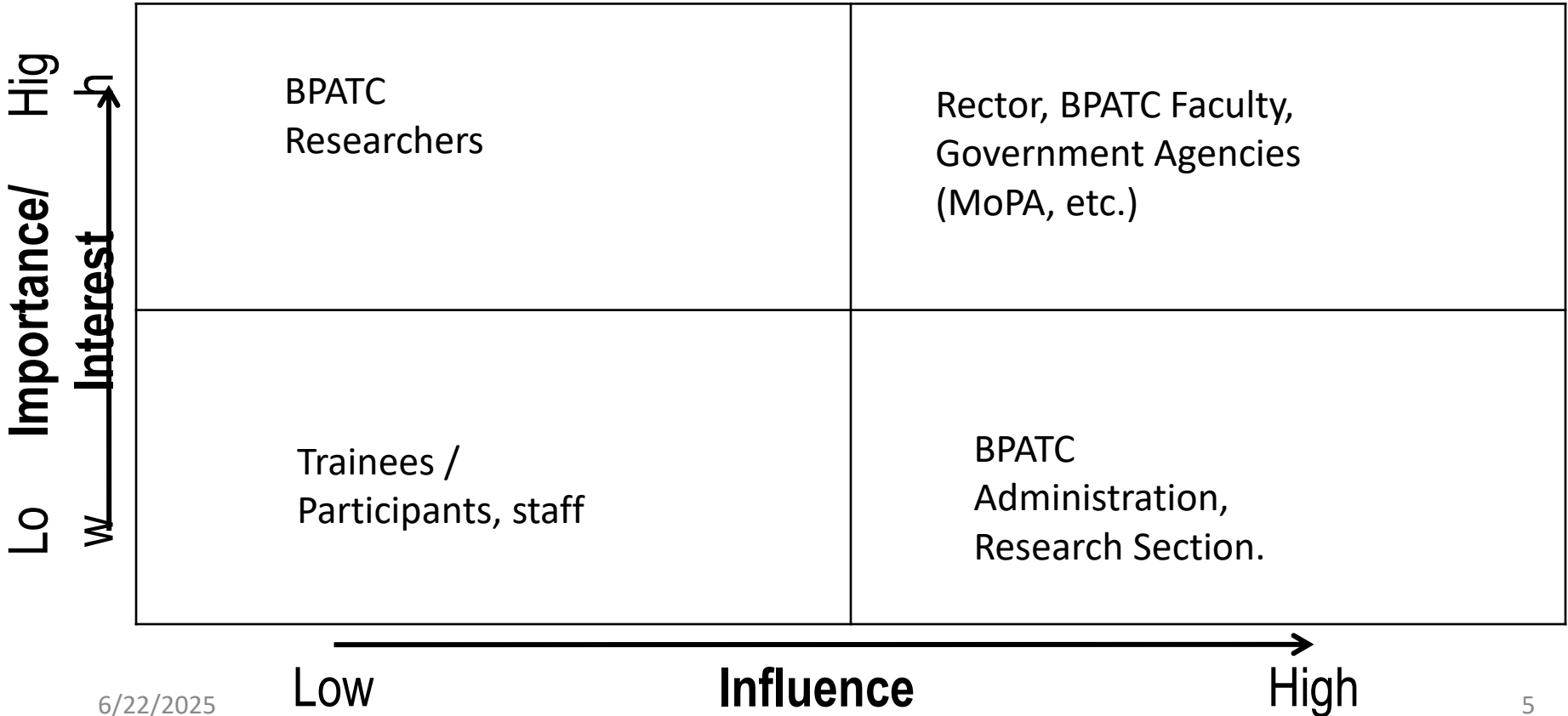
1. Research may unintentionally **violate ethical standards** related to informed consent, confidentiality, or participant rights.
2. BPATC risks **non-compliance with national and international research norms**, particularly as collaboration with academic institutions, development partners, and external stakeholders increases.
3. The lack of an IRB also limits opportunities for **publication in reputable journals**, many of which require documented ethical approval.

As a result, the credibility, quality, and impact of BPATC's research outputs are undermined..

Problem Tree



Stakeholder Analysis



Objective

To establish and test a functional IRB at BPATC through a pilot phase involving selected internal research projects, ensuring ethical oversight within September.

Action Plan: Implementation of an Institutional Review Board(IRB) as a pilot project

SL	Action (What)	Responsible Person/Team (Who)	Method/Approach (How)	When (3 Months)
1	Form an ad-hoc IRB committee	RIO+ Project director, Facilitator team	Nominate members, issue office order, define roles	By July,2025
2	Develop draft IRB policy and operational guideline	Rio+Research Team & Policy Unit	Review national/international models, draft policy, internal consultation	By July,2025
3	Organize orientation session on research ethics and IRB	IRB Focal Person & Team	Conduct 1-day training with external expert, share basic IRB concepts	By July,2025
4	Design and finalize IRB forms and templates	IRB Drafting Subcommittee	Prepare application form, consent templates, reviewer checklist	By Aug,2025
5	Pilot test with 2 internal research proposals	RIO+IRB Members	Review proposals, record feedback, simulate real IRB review process	By Aug,2025
6	Collect feedback and revise policy/guidelines	Sub-Committee+Coordination Team	Hold review meeting, document learning, refine based on pilot	By Aug,2025
7	Approve and institutionalize IRB mechanism	BPATC Administration	Final endorsement from Rector/Board, formal inclusion in research process	By sept,2025
8	Submit project report with recommendations	IRB Project Lead	Document process, challenges, lessons learned, submit to authority	By sept,2025

SWOT Analysis

	Policy [vision, mission, goals, rules, regulations, SOPs]	Executives [actors' competencies, training, their sufficiency]	Resources [budget, technology, materials, linkage with external organizations]	Culture [actors' behavioral patterns: beliefs, norms, relations, attitude, practice]
S	Clear institutional mandate to improve research governance	Committed senior faculty with basic research training	Initial administrative support and access to policy-makers	Positive institutional norms toward structured improvement
W	Absence of formal policy and SOPs for ethical review	Limited ethics-related training among staff	No dedicated budget or infrastructure for IRB setup	Low awareness and informal research practices
O	Can integrate IRB into broader institutional policy reform	Capacity building support from universities and partners	Scope for external funding and collaboration	Growing acceptance of accountability culture in research
T	Slow policy approval process may delay institutionalization	Overburdened staff may resist added responsibilities	Dependency on external resources for continuity	Informal attitudes may conflict with IRB enforcement

Risk Mapping – IRB Implementation at BPATC

Risk	Likelihood	Impact	Risk Level	Mitigation Strategy
Delay in policy approval and institutionalization	High	High	Critical	Engage decision-makers early; align with BPATC strategic priorities
Lack of trained personnel for IRB operations	High	Medium	High	Provide focused training; invite expert facilitators; partner with academic institutions
Low awareness or resistance from researchers/faculty	Medium	Medium	Moderate	Conduct orientation workshops; highlight benefits and success stories
No allocated budget for IRB structure and implementation	Medium	High	High	Include IRB in institutional budget; seek donor or project support
Overload on current staff	High	Medium	High	Form cross-functional team; distribute tasks and monitor workload
Inconsistency with national research ethics standards	Low	Medium	Low	Align guidelines with national/international standards; consult relevant bodies
Difficulty in sustaining IRB after pilot phase	Medium	High	High	Institutionalize via official policies and integration into research process
Limited external collaboration or technical support	Low	Medium	Low	Establish partnerships with IRBs in universities or development agencies

THANK YOU