



superu

# GOVERNMENT SOCIAL SCIENCE RESEARCH AND EVALUATION PUBLISHING PROTOCOL

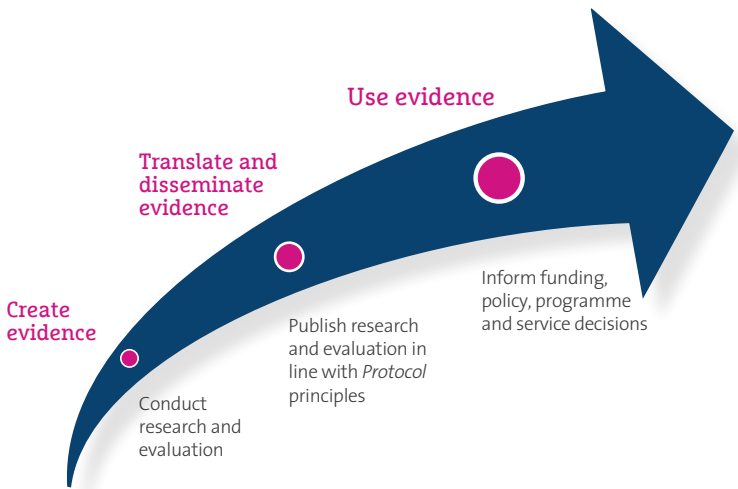
QUICK REFERENCE GUIDE



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Government agencies undertake a substantial amount of social science research and evaluation each year. The *Government Social Science Research and Evaluation Publishing Protocol* is for agencies that carry out, commission or communicate social science research and evaluation.



The *Protocol* sets out good practice for publishing government social science research and evaluation outputs. The *Protocol* will help ensure social science outputs are published consistently and are readily available. Such outputs include reports, summaries, literature reviews, infographics and factsheets. See the full *Protocol* for further details about what is in and out of scope: [www.superu.govt.nz/publishingprotocol](http://www.superu.govt.nz/publishingprotocol)

This protocol is based on the Publication Guidance developed by the United Kingdom Government Social Research Unit.

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# Availability

## PRINCIPLE 1:

The **outputs** of social science research and evaluation conducted or commissioned by government are made **publicly** available

### Good practice includes:

- Making all government social science research and evaluation outputs publicly available (except in the rare situations described in the *Protocol*).
- Publishing all government social science research and evaluation on agency websites, in compliance with the Government Web Accessibility and Usability Standards. Applicable research should also be published on The Hub.



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# Timeliness

## PRINCIPLE 2:

All government social science research and evaluation outputs are released **promptly**

### Good practice includes:

- Publishing all government social science research and evaluation outputs within 12 weeks of completion of the final draft, whether work is commissioned or carried out in-house.
- Ensuring that if findings are released to coincide with policy announcements or decisions, they are not released in a way that creates an advantage for any particular group or individual.

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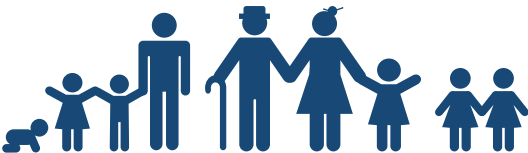
# Trustworthiness

## PRINCIPLE 3:

The way government social science research and evaluation outputs are released promotes public trust

### Good practice includes:

- Ensuring research and evaluation outputs are robust and findings are clearly based on the data collected.
- Gaining peer-review of research and evaluation outputs, to ensure the quality and impartiality of publications.
- Reporting research or evaluation findings in a neutral manner in any press releases (although policy implications may be commented on).



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# Transparency

## PRINCIPLE 4:

Clear communication arrangements are in place for all outputs

### Good practice includes:

- Making information about agency-led social science research and evaluation publicly available, including announcing the publication date of any outputs in advance, when possible.
- Making research aims, timeframes and dissemination plans for current and upcoming research publicly available as soon as possible.
- Discussing and agreeing how the findings will be communicated when more than one agency is involved in the research or evaluation.

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# Clear responsibility

## PRINCIPLE 5:

Responsibility for the **quality and release** of social science research and evaluation is **clear**

### Good practice includes:

- Designating a senior manager in each agency with responsibility for implementing the *Protocol*.
- Ensuring that the designated person has the authority and expertise to make sound judgements about the publication of outputs within the scope of the *Protocol*.



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## More information

-  For online versions of this document and the full *Government Social Science Research and Evaluation Publishing Protocol* go to: [www.superu.govt.nz/publishingprotocol](http://www.superu.govt.nz/publishingprotocol)
-  The Hub is a one-stop shop for New Zealand government social science research: [www.thehub.superu.govt.nz](http://www.thehub.superu.govt.nz)
-  The New Zealand Government Web Accessibility and Usability Standards are mandatory and ensure that information is accessible to a wide audience, including people with disabilities: <https://webtoolkit.govt.nz/standards>

