



## NATIONAL COMMISSION FOR SCIENCE, TECHNOLOGY AND INNOVATION

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Ref:No. **NACOSTI/8/2/1/4**

Date: **18<sup>th</sup> May 2022**

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Dear Prof./VC/CEO

**RE: MANDATE OF THE INSTITUTIONAL SCIENTIFIC AND ETHICS  
REVIEW COMMITTEE (ISERC)**

The National Commission for Science, Technology and Innovation (NACOSTI) is established by the Science, Technology and Innovation (STI) Act, No. 28 of 2013 as a State Corporation. NACOSTI regulates and assures quality in Science, Technology and Innovation Sector and advises the Government in matters related thereto. The functions of the NACOSTI are as outlined under section 6 (1) of the STI Act and can be broadly summarised as **Regulatory, Advisory, Coordination and Promotion as pertains to STI.**



In compliance with provisions of the Science, Technology and Innovation Act, 2013 (Rev. 2014) and relevant regulations, especially **Legal Notice No. 107 of the STI Act** pertaining to Regulations on Relevance and Quality Assurance in Research-2014, **paragraph 7(2)**, we are pleased to inform you that the Institutional Ethics Review Committee (IERC) has been renamed as Institutional Scientific and Ethical Review Committee (ISERC) with expanded functions. The same was deliberated upon and resolved by participants of the inaugural Conference on "Research Process and Research Ethics" held in Kenya. Consequently, ISERC's mandate has been enhanced as per the attached Terms of Reference (TORs). In addition to other specified functions, an ISERC will be expected to review all research proposals from your institution as well as from other institutions/individuals who have not yet established an ISERC, and **subsequently guide the investigators/Principal Investigators to apply for a grant of a research license from NACOSTI.**

The purpose of this letter, therefore, is to bring to your attention the above changes and request that you effect the same. Attached herewith please find the TORs for the Institutional Scientific and Ethical Review Committee (ISERC). We plan to organize a demand-driven capacity building training in the near future for members of ISERC.

Thank you for your continued support and partnership in ensuring relevance and quality in research in the country.

Yours Sincerely,



Prof. Walter O. Oyawa, Ph.D  
**DIRECTOR GENERAL/CEO**

Copy to: Chairperson ISERC





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**The Terms of Reference of the Institutional Scientific and Ethical Review Committee**

- i) Review, recommend and adjudicate submitted research proposals by individuals or teams, as pertain to relevant ethical, legal, scientific and social issues specified in the STI Act.
- ii) Conduct scientific and ethical review of all research, technology and innovation projects submitted by individuals or teams in your institution and its affiliates per the STI Act and other relevant laws, regulations, policies, and guidelines.
- iii) Ensure that all research being undertaken within the jurisdiction is licensed by NACOSTI per the STI Act, are beneficial to the national development agenda and do not endanger national security or public safety or national cohesion or the environment, nature, or IP rights of communities.
- iv) Monitor the implementation of approved and licensed research proposals including spot checks, management of databases, and transfer of specimens and research materials, and ensure compliance with set regulations and a report/recommendation made to NACOSTI;
- v) Encourage and ensure proper management and dissemination of research findings including publication in recognized journals and application for patents/utility models;
- vi) Register and maintain a database of Researchers in your institution and affiliated institutions under the hand of the Head of the Institution, as well as independent applicants, and submit quarterly and annual reports to NACOSTI on the same.
- vii) Liaise with the Institutional Intellectual Property Management Office and Researchers to identify potential intellectual assets, as well intellectual property rights that need protection and commercialization based on Research findings/outcomes;
- viii) Promote training, recognition, and Continuous Professional Development of members of Institutional Scientific and Ethics Review Committees, researchers, and scientists.
- ix) Ensure quality assurance and ethics in research and technology innovation in the country, and advise on appropriate training programmes for researchers on issues of ethical compliance and good research practice.
- x) Promote and foster visibility, debate, education, public engagement,

deeper understanding, and mainstreaming of research, science, technology, and innovation within the institution and its stakeholders.

- xi) Document the state of Research Systems (Research, Science, Technology, and Innovation) within the jurisdiction, and submit a report (annually or when called upon) of the same to NACOSTI in the prescribed format.
- xii) Maintain adequate records of submitted and approved research proposals, scientific and technological developments emanating from research, all meetings and activities, and submit a report of the same to the Director-General, NACOSTI on a quarterly and annual basis.
- xiii) Take appropriate action on any research project that has breached approved protocols or regulations or laws, as well as action because of adverse events or closeout reports for studies.
- xiv) Undertake any other relevant assignment as may be delegated to you