



Programme Title

Training of Trainers (ToT) Assessment Programme for Malaysian Code of Responsible Conduct in Research (MCRCR) and YSN-ASM Responsible Conduct of Research (RCR) Instructors

Target Audience

Aspiring RCR Facilitators who are YSN-ASM members or affiliates

Programme Objectives

By the end of the ToT programme, participants should be able to:

1. Describe MCRCR and RCR principles.
2. Plan a successful MCRCR & RCR lesson based on the YSN-ASM RCR module.
3. Deliver MCRCR & RCR modules using interactive and learner-centered approaches.
4. Provide constructive peer feedback and reflect meaningfully on feedback received.
5. Promote and advocate a culture of integrity in research by conducting MCRCR & RCR training beyond the ToT programme.

Application Submission

All applications must be submitted by 30 November on the year of application to the Master Instructor overseeing the ToT programme. Successful applicants will be notified formally via e-mail.

Document Version

2025 v1.1	20/5/2025	Approved by YSN-ASM Steering Committee
2025 v1.1	21/7/2025	Endorsed by National Committee on Research Integrity (NCRI)
2026 v2.0	9/7/2026	Proposal to NCRI to include MCRCR into RCR ToT programme. Amendment was made to 2026 v2.1
2026 v2.1	13/7/2026	Approved by YSN-ASM Steering Committee

Overview of YSN-ASM Responsible Conduct of Research

The Young Scientists Network-Academy of Sciences Malaysia (YSN-ASM) established the YSN-ASM Responsible Conduct of Research (RCR) Programme in 2015 after receiving the support of the Academy of Sciences Malaysia (ASM) as well as the U.S. National Academy of Sciences.

The Module comprises 10 chapters and each chapter focuses on a different aspect of RCR. It is designed to be used as a reference material for readers as well as a teaching guide for future RCR instructors. This Module hopes to be a platform that will enhance the nation's robust dialogue on research integrity and foster a culture of RCR in the Malaysian scientific ecosystem.

The 10 chapters are:

- Chapter 1: Ethical Values and Responsibilities of Researchers
- Chapter 2: Research Misconduct
- Chapter 3: Culture of Safety and Dual Use Research
- Chapter 4: Conflict of Interest
- Chapter 5: Authorship and Publications
- Chapter 6: Peer Review
- Chapter 7: Research Data Management
- Chapter 8: Financial Responsibilities
- Chapter 9: Mentor-Mentee
- Chapter 10: Collaborative Research

The Malaysian Code of Responsible Conduct in Research (MCRCR) is a comprehensive, robust, and contextually appropriate guideline aligned with global best practices and international standards, while remaining fully congruent with Malaysia's local ethical, cultural, and legal frameworks. It also draws valuable guidance from well-established international codes, including the Singapore Statement on Research Integrity 2010. Formulated after extensive consultation with universities, research institutions, government ministries, research funders, governmental and non-governmental organisations, individual researchers, and legal authorities, the MCRCR was formally adopted and endorsed by the National Science Council in 2017. To support its uptake, the Council established the National Committee on Research Integrity (NCRI), tasked with educating and nurturing understanding of the code among researchers, research entities, the media, and the general public.

As a key initiative to advance research nationally, the MCRCR promotes the principle of “doing the right things right” in all research activities. By embedding ethics and accountability, it ensures that research outcomes are accurate, unbiased, and verifiable; that studies are conducted fairly while upholding the safety and dignity of all involved; and that resources are used prudently and with clear justification. These standards help sustain public trust and support for research, as the public is ultimately the recipient of research benefits. Strengthening ethical conduct and accountability is therefore essential to building and maintaining a healthy, dynamic research environment.

Since its inception in 2017, the MCRCR has been supported by numerous discussions, workshops, and training sessions involving ministries, research organisations, management bodies, and individual researchers. These efforts have been vital for raising awareness and guiding the implementation of the code's principles, goals, and processes. Through this

engagement, valuable insights were gathered, revealing opportunities to clarify and strengthen the framework. This led to the development of the Second Edition, which offers clearer and more accessible guidance—particularly on often debated topics such as authorship and the management of breaches. Ultimately, the MCRCR serves as the definitive standard for research and scientific inquiry in Malaysia, providing a solid foundation to advance scientific progress and innovation; widespread acceptance and adherence to its principles will bring broad benefits to all stakeholders.

References:

1. <https://www.akademisains.gov.my/rcr/>
2. <https://www.akademisains.gov.my/the-malaysian-code-of-responsible-conduct-in-research-2nd-edition/>

Glossary:

Master Trainer:

- A Master Trainer is a YSN-ASM member or affiliate who has completed the RCR ToT programme **AND** is currently leading the YSN-ASM Strategic Committee on Science Integrity.
- The Master Instructor has accepted the role to serve as the assessor for this ToT programme.
- In the event that no qualified Master Trainer is available, a YSN-ASM member or affiliate who has been conducting RCR training consistently for the past five years or more may be appointed as Master Trainer by the Chair of the YSN-ASM Strategic Committee on Science Integrity.

Trainer:

- A trainer is a YSN-ASM member or affiliate who has successfully completed the RCR ToT programme.

Trainee:

- A trainee is a YSN-ASM member or affiliate who is currently undergoing the RCR ToT programme.

Assessment Components:

	Period	Assessment Tool	Description	Weightage	Mode of Submission
1	Pre-ToT	Participation in RCR or MCRCR Programme	Complete at least one (1) YSN-ASM's RCR programme or MCRCR certification as a participant to gain baseline understanding of the principles and practices of RCR.	10%	Evidence of participation in RCR Programme or MCRCR certification
2	Pre-ToT	Session Plan Submission	Develop an RCR training session plan aligned with YSN-ASM content.	15%	Evidence of lesson plan by trainee
3	ToT	Live Facilitation and Panel Evaluation	Facilitate a live session on an RCR topic using materials. The Master Trainer will evaluate the session.	30%	Assessment done by Master Trainer
4	Post-ToT	Peer Feedback & Reflective Log	Provide constructive feedback to fellow trainees, and/or gather feedback from participants during facilitation. Reflect meaningfully on the feedback received and identify areas for improvement.	15%	Reflective report by trainee
5	Post-ToT	Successful Execution RCR Workshop/ Programme or MCRCR Training	Plan and conduct at least one (1) RCR workshop/programme or MCRCR training session after completing the ToT programme, under the supervision of a Master Trainer. Submit evidence of positive participant feedback and trainer reflection.	30%	RCR report by trainee
			Total	100%	

Certification Requirements:

- The trainee must compile and submit all required evidence for the assessment components in a portfolio to the Co-Chair of the Science Integrity Strategic Committee, which will be passed over to the Master Instructor for evaluation.
- The trainee must achieve at least **75%** for each individual component to be considered a passing score and must attain a **minimum overall score of 80%** across all assessment components.
- Trainees are allowed to repeat any component in order to improve their score and meet the passing requirements.
- The Chair of the Science Integrity Strategic Committee will maintain a registry of certified YSN-ASM RCR Trainer.

- The certificate is renewable if the trainer provides proof of delivering three RCR-related trainings within three years of certification.
- In the event of an assessment dispute, the trainee may file an official complaint to the YSN-ASM Chairperson and Secretary. A re-evaluation or re-assessment will be conducted by a different Master Trainer.

Assessment Form

Section 1. Participation in RCR or MCRCR Programme (10%)

Criteria	Yes (100)	No (0)	Score
Engagement & Completion	Completed 1 YSN-ASM's RCR programme or MCRCR certification	Never attend any YSN-ASM's RCR programme or MCRCR certification	
Total			
Weightage in this Section			10%
Total (over 10%)			

Evidence (If Applicable) :

Feedback by (Master Trainer) :

Completed by (Master Trainer) :

Date :

Section 2. Session Plan Submission (15%)

Date of Activity					
Lesson / Topic					
Criteria	Excellent (25-20)	Good (19-15)	Fair (14-10)	Poor (<10)	Score
Structure	Well-organized and follows lesson plan format	Minor gaps in structure	Some structure but unclear	Poor or no structure	
Alignment with RCR Module	Clearly aligned with YSN-ASM content	Mostly aligned	Partially aligned	Not aligned	
Use of Teaching Tools	Integrates cases, reflection, interaction	Some tools used	Limited tools	No tools used	
Learning Objectives	Clear, measurable, aligned	Mostly clear	Vague or general	Absent or off-topic	
Total					
Weightage in this Section					15%
Total (over 15%)					

Evidence (If Applicable) :

Feedback by (Master Trainer) :

Completed by (Master Trainer) :

Date :

Section 3. Live Facilitation and Panel Evaluation (30%)

Date of Activity					
Lesson / Topic					
Criteria	Excellent (25-20)	Good (19-15)	Fair (14-10)	Poor (<10)	Score
Content Accuracy	Accurate and aligned with YSN-ASM	Minor issues	Several inaccuracies	Misleading or incorrect	
Engagement & Interaction	Active discussion, inclusive	Some interaction	Limited engagement	Passive delivery	
Use of Case Studies	Well-integrated and contextual	Somewhat relevant	Minimal use	Not used	
Time Management	Well-paced	Slightly over/under	Poorly timed	Significantly off	
Total					
Weightage in this Section					30%
Total (over 30%)					

Evidence (If Applicable) :

Feedback by (Master Trainer) :

Completed by (Master Trainer) :

Date :

Section 4. Peer Feedback, Reflection and Action Plan (15%)

Date of Activity					
Lesson / Topic					
Criteria	Excellent (25-20)	Good (19-15)	Fair (14-10)	Poor (<10)	Score
Peer Feedback Provided by Trainee	Actively provide detailed, constructive, timely feedback to peers	Provide some useful but basic feedback to peers	Minimal feedback to peers	No or not useful feedback to peers	
Feedback Received by Participants	Excellent feedback	Good feedback	Satisfactory feedback	There are some minor to major concerns of the session conducted	
Reflection	Deep insight, action-oriented	Some insight	Superficial reflection	None provided	
Action Plan Based on Feedback Received	Reasonable action plan and addressed all feedback received	Action plan addressed some of the feedback received	Action plan addressed few of the feedback received	Action plan hardly addressed any feedback received	
Total					
Weightage in this Section					
Total (over 15%)					

Evidence (If Applicable) :

Feedback by (Master Trainer) :

Completed by (Master Trainer) :

Date :

Section 5. Successful Execution of RCR Workshop/Programme or MCRCR Training (30%)

Date of Activity					
Lesson / Topic					
Criteria	Excellent (25-20)	Good (19-15)	Fair (14-10)	Poor (<10)	Score
Advocacy to Senior Management of University/ Institute	Secured formal pitches, and secured official endorsement, approval/ funding	Secured formal pitches, and complete records of management review	Informal talks, and limited supporting evidence	No/ minimum formal advocacy, and no verifiable records	
Planning & Preparation	Comprehensive plan, pre-approved	Adequate plan	Minimal planning	No plan or not executed	
Execution	Delivered clearly, engaged audience	Acceptable delivery	Dis organized or unclear	Failed to deliver	
Participant Feedback	Highly positive, specific	Generally positive	Mixed/ neutral	Negative or not collected	
Reporting	Clear documentation with evidence	Basic report	Incomplete report	No report submitted	
Total					
Weightage in this Section					30%
Total (over 30%)					

Evidence (If Applicable) :

Feedback by (Master Trainer) :

Completed by (Master Trainer) :

Date :