

GUIDELINE FOR RESEARCH AND PUBLICATION

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GUIDELINE FOR RESEARCH AND PUBLICATION

INTRODUCTION

WHEREAS the National Bank of Ethiopia is mandated to maintain price stability, ensure financial sector stability, and support sustainable economic growth;

WHEREAS the formulation and implementation of sound monetary, financial, and external sector policies require high-quality, evidence-based research grounded in internationally accepted standards of rigor, integrity, and transparency;

WHEREAS the National Bank of Ethiopia recognizes the necessity of establishing a structured and well-governed research function to enhance technical analysis, strengthen institutional capacity, and promote innovation in response to evolving domestic and global economic conditions;

WHEREAS it is necessary to prescribe clear principles, rules, and governance arrangements to regulate research activities and safeguard the independence and credibility of research works;

WHEREAS it is important to align Ethiopian Institution of Financial Studies' reform measures including to host various domestic and international forums and symposiums with NBE's research guideline;

NOW, THEREFORE, this Guideline is hereby issued to govern all research activities conducted within or under the authority of the Bank.

GENERAL DESCRIPTIONS

1. Short title

This Guideline may be named as “**Guideline for Research and Publication.**”

2. Purposes

- 1) This Guideline establishes a comprehensive and binding framework governing the planning, conducting, managing, over-sighting, publishing and disseminating of research works within the Bank.





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- 2) The Guideline is intended to ensure that all research works:
 - a) Are aligned with the Bank’s mandate and strategic priorities;
 - b) Adhere to internationally recognized standards of research quality, integrity, and transparency;
 - c) Contribute effectively to evidence-based policy formulation and institutional decision-making;
 - d) Strengthen the Bank’s role as a center of excellence in economic and financial researches.
- 3) The Guideline further aims to promote consistency, accountability, and efficiency in research conducting processes while fostering innovation, collaboration, and continuous professional development among bank staff.

3. Scope of the Guideline

- 1) This Guideline shall apply to all research work undertaken within or under the authority of the NBE.
- 2) Without limitation, these include:
 - a) Individual research conducted by the Research Directorate’s staff or any staff of the bank;
 - b) Joint research by the Research Directorate staff with other directorates within the Bank;
 - c) Collaborative research by the Research Directorate staff with external institutions, academic bodies, and experts;
 - d) Research undertaken by visiting researchers, consultants, and interns.
- 3) All internal and external collaborative research work shall fully comply with its provisions, regardless of the source of funding or collaboration.

4. Definitions

In this Guideline, unless the context provides a different meaning;

- 1) “Guideline” refers to the frameworks, rules, and strategies governing how research work supports economic, monetary, external, financial and other sectors’ related informed decision making.
- 2) “Directed Research” refers to research initiated in response to institutional priorities, policy needs or requested by the board or





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executive management i.e a research work prioritized by the bank. Directed research work is a mandate of Research Directorate in principle, but other staff from Monetary Stability Cluster Directorates' will participate when required by the management.

- 3) "Undirected Research" refers to research proposed by individual researchers based on professional interest. Undirected research papers conducted by staff under Monetary Stability Cluster are subject to formal approval from the cluster.
- 4) "Research Work" includes any analytical or intellectual product in the form of final paper conducted by individual staff of the Bank alone, or in collaboration with either internal or external participants.
- 5) "Confidential Data" refers to any non-public information, including institutional, financial or personal data, subject to legal or regulatory protection.
- 6) Publication refers research papers published in Staff Working Paper Series (SWPS) and other outlets.
- 7) Any ambiguity in interpretation shall be resolved by the Research Directorate in consultation with relevant authorities.

FUNDAMENTAL PRINCIPLES

All research work conducted under this Guideline shall be directed by the following principles:

5. Relevance and Alignment

Research works shall address issues of strategic importance to the Bank and contribute to its core mandates, policy objectives and as center of excellence.

6. Scientific Rigor and Quality

Any research work conducted within the bank shall employ appropriate methodologies/ software application, robust data organization/interpretation and sound analytical frameworks depends on the nature of the research.





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7. Integrity and Ethics

All research work shall be conducted with honesty, objectivity, and respect for ethical standards listed in this guideline.

8. Transparency and Accountability

Processes, assumptions, and findings shall be clearly documented and subject to review whenever required.

9. Innovation and Continuous Improvement

The Bank in general and Research Directorate in particular shall continuously adopt new tools, methodologies, and analytical approaches to fit into the dynamic environment.

10. Collaboration and Knowledge Sharing

- a) The Bank's research work activity shall promote internal and external engagement and transfer of knowledge with openness to learning and development.
- b) Research directorate staff may hold informal meetings to gain insight on issues like, regulations, operations and challenges facing in respective areas so that research agendas or statements of the problem might be drawn from such informal discussion to support the common goal of the bank. These help to understand gaps in the regulations, directives and policies for possible revision.
- c) Research Directorate when invited can participate in others professional institutions' research work for experience sharing and capacity building. Those research works can be published in SWPS as long as they fulfill the Editorial Board's evaluation criteria.
- d) All directorates in the bank can refer any research agenda they want to be solved to the research directorate formally, if need be.





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INSTITUTIONAL GOVERNANCE FRAMEWORK FOR RESEARCH

11. Overall Governance Structure

- 1) Research works within the Bank shall be governed through a multi-layered framework to ensure strategic alignment, operational effectiveness, quality assurance, and institutional accountability.
- 2) The governance structure shall consist of:
 - a) The Governor
 - b) The Vice Governor and Chief Economist
 - c) Research Quality Editorial Board (RQEB)
 - d) Research Directorate
 - e) Researchers and Technical Staff.

12. Role of the Governor

- 1) The Governor shall serve as the ultimate authority on institutional positioning of research and shall:
 - a) Approve the Research and Publications Guideline and amendments thereon;
 - b) Endorse guideline for Staff Research Editorial Board;
 - c) Provide strategic direction on the role of research in supporting the Bank's mandate;
 - d) Endorse flagship research works of significant institutional importance;
 - e) Represent and promote the Bank's research at national and international levels;
 - f) Safeguard the independence and credibility of the Bank's research function.

13. Role of the Vice Governor and Chief Economist

- 1) The Vice Governor and Chief Economist shall provide strategic oversight and ensure alignment between research works and policy priorities.
- 2) The Vice Governor and Chief Economist shall:
 - a) Approve annual and medium-term research agendas;
 - b) Review high-impact research works for strategic policy use;
 - c) Oversee the activities of Research Quality Editorial Board (RQEB);
 - d) Follows the timely conduct of In-House Presentation Forums (IHPF);





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- e) Ensure that research activities align with monetary, financial, and macroeconomic policy priorities.

14. Research Quality Editorial Board (RQEB) as per its Establishment by the Bank

- 1) Establishment and Status of the Board
 - a) The Research Quality Editorial Board (hereinafter referred to as the “RQEB”) is an oversight body within the Monetary Stability Cluster of the Bank with its own guideline.
 - b) The aim of the establishment of RQEB is to put in place a quality assurance system for selecting staff research papers that meet the quality standard and make it accessible to NBE’s stakeholders through sequence of publications as Staff Working Paper Series (SWPS).
 - c) The board will be responsible for making in-depth review of staff research papers to select the best research papers for SWPS publication and possible rewarding arrangements for best researchers. The Editorial Board might have five permanent members to serve for four years with possibly one more term to be re-appointed. The board will have a chairperson and secretary. The editorial board will report to the Vice Governor and Chief Economist.
- 2) Composition and Membership of the Board
 - a) Research Directorate Editorial Board Chair (Monetary Stability)
 - b) Economic Modeling Directorate member (Monetary Stability)
 - c) Economic Policy Directorate (Monetary Stability)
 - d) Statistics Directorate member (Monetary Stability)
 - e) Supervision Directorate member (Financial Stability)
 - f) The secretary —Research Directorate
 - g) External reviewer (non-permanent), external reviewers with macroeconomic background.
- 3) Responsibility of the Board
 - a) The Editorial Board shall work in a variety of aspects of the Staff Working Paper Series (SWPS). The Board shall have the following duties and responsibilities:
 - i. Reviews and approves research evaluation criteria based on best experiences of the Bank and other institutions;
 - ii. Reviews the contents and approves the research assessment guideline or criteria based on initial guideline;





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- iii. Oversee the implementation of the approved research evaluation criteria;
 - iv. Selects and approves papers for NBE's research award;
 - v. Determine the structure and standard of NBE's Staff Working Paper Series (SWPS) and criteria for selection of research articles to be published thereon.
- b) Decisions of the Board shall be binding on matters relating to research quality, standards, and methodological integrity.
- c) Issues involving elevated risk or institutional sensitivity shall be escalated to the Vice Governor and Chief Economist, for guidance or decision.

15. Role of the Research Directorate

- 1) The Directorate acts as a secretary of the RQEB.
- 2) The Directorate gathers selected research papers reviewed by the Editorial Board and distributes them to the concerned researchers for incorporation of feedback;
- 3) The Directorate collects and properly files in hardcopy and softcopy of all research papers from the relevant researchers;
- 4) The Research Directorate shall be responsible for the implementation, administration, and enforcement of this guideline.
- 5) The Research Directorate shall be the focal place for any research work conducted in the Bank.
- 6) The Directorate shall ensure that its staff conduct research activities all the time.
- 7) The Directorate shall coordinate joint research activities.
- 8) The Directorate shall receive and evaluate in mini-in-house forum any research papers submitted by the bank staff before presented to the mega in-house forum.
- 9) The Research Directorate shall serve as the principal body responsible for advancing research, analytical capability, and evidence-based policy support within the Bank.
- 10) The Directorate shall contribute to and facilitate the adoption and application of state-of-the-art research methodologies, analytical tools, and economic frameworks across in all areas of its responsibility.
- 11) The Directorate shall support monetary policy, external sector policy, financial stability, and related policy frameworks by conducting rigorous





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- empirical and theoretical research that informs decision-making and policy formulation.
- 12) The Directorate shall produce and publish high-quality theoretical and empirical research through established platforms, including the Staff Working Paper Series (SWPS), with the objective of establishing and sustaining the Bank as a recognized center of excellence in research.
 - 13) The Directorate shall maintain advanced econometric and analytical tools, including those utilizing big data and modern computational techniques, to support comprehensive analysis of the economy, monetary conditions, and the financial sector.
 - 14) The Directorate shall ensure effective communication of research findings through appropriate internal and external platforms, including publications, policy briefs, seminars, conferences, and digital channels, in accordance with the Bank's communication policies.
 - 15) The Directorate shall enhance the quality of periodic reports including monthly economic review, quarterly bulletin and annual reports, providing timely and accurate analysis of macroeconomic and financial developments. The directorate follows appropriate guidelines for the preparation of these reports.
 - 16) The Directorate shall serve as a bridge between the Bank and external stakeholders in the area of research, including peer central banks, academic institutions, and research communities, to promote collaboration, knowledge exchange, and international visibility.
 - 17) The Research Directorate shall operate through formal and structured mechanisms to ensure effective coordination, collaboration, and integration of research activities across the Bank. Such mechanisms should include, but not be limited to:
 - a) Research Forum: A formal platform for the discussion of research findings across the Bank.
 - b) Joint Research Initiatives: Collaborative research projects undertaken with internal directorates and external stakeholders to address cross-cutting policy issues and enhance the quality and relevance of research works.
 - 18) The Directorate shall establish procedures governing the operation, participation, and reporting requirements of these mechanisms to ensure effectiveness, accountability, and alignment with institutional objectives.





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16. Role of Other Directorates

- i. All Directorates within the Bank shall actively support research activities.
- ii. In addition Directorates shall:
 - a) Encourage their staff to conduct and submit research outputs to Research Directorate focused on their respective areas, but this shall not affect their regular activities;
 - b) Provide research questions, operational insights, and data;
 - c) Participate in research forum discussions whenever organized like HIPF;
 - d) Collaborate in joint research initiatives;
 - e) Validate the policy relevance of research works;
 - f) Engage through the research partner system.

RESEARCH FUNCTIONING PROCEDURES

17. General Framework

- 1) The Research Directorate of the Bank shall operate under a structured, standardized, and quality-driven framework to ensure that all research activities are relevant, rigorous, timely, and aligned with the Bank's strategic objectives.
- 2) All research works conducted within the Bank shall follow clearly defined procedures governing topic selection, data use, analysis, quality assurance, publication, and dissemination.
- 3) All research work conducted by other directorates' staff shall be submitted to the research directorate before presented to any forum of the bank and to be published in the Bank's publication channel.

18. Research Thematic Areas

- 1) The Research Directorate of the Bank shall prioritize research activities in areas that are critical to the Bank's mandate and strategic objectives.
- 2) Priority research thematic areas shall include, but are not limited to:
 - a) Price stability;
 - b) Monetary policy framework;
 - c) Financial stability;
 - d) Access to finance
 - e) Financial sector development;





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- f) Financial markets development;
- g) Macro-financial linkages;
- h) Macro prudential policy;
- i) Exchange rate & Balance of Payment;
- j) Economic growth and productivity;
- k) Saving, investment, employment;
- l) Peer comparisons assessment for possible policy direction on our gaps
- m) Impact of international, regional and sub-regional situations on our socio-economic developments;
- n) Payment systems and instruments;
- o) Operational and functional areas of the Bank including IT gaps.

3) The Directorate may expand, refine, or reprioritize thematic areas in response to emerging policy needs, economic developments, and institutional priorities.

19. Research Cycle and Calendar

1) All research work shall follow a structured and standardized research cycle to ensure quality, consistency, and timely delivery of work.

2) The research cycle shall include the following key stages:

- a) Title selection and approval;
- b) Proposal development and submission;
- c) Proposal review and formal approval;
- d) Data collection, cleaning & validation;
- e) Model calibration & Analysis;
- f) Report drafting;
- g) Peer review, validation, and quality assurance;
- h) Finalization, publication, and dissemination.

3) The Research Directorate shall establish and maintain annual research calendar to:

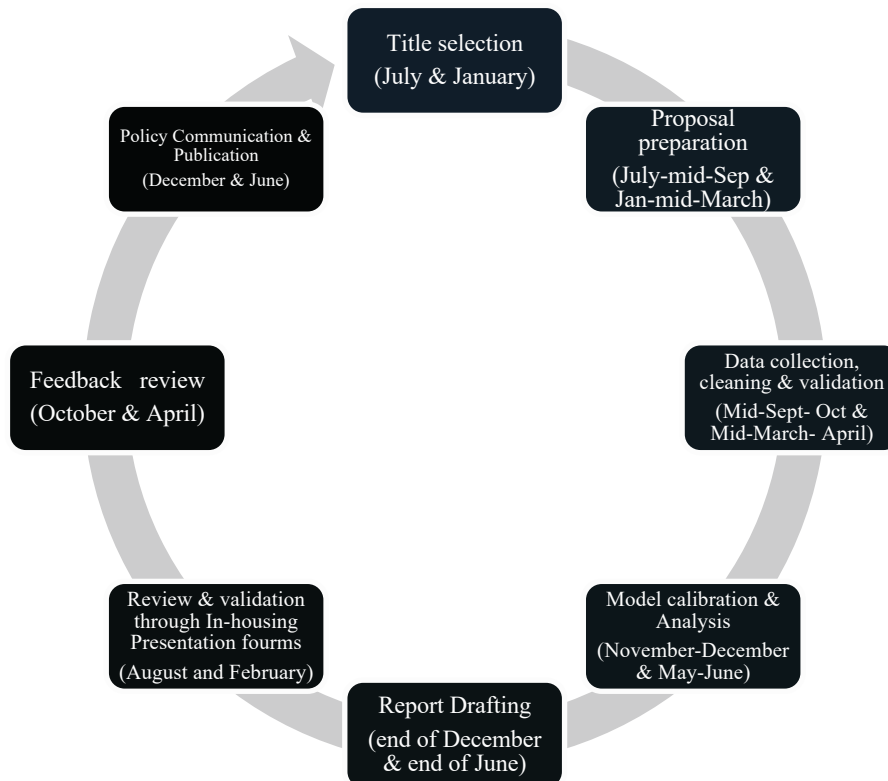
- a) Plan and coordinate research activities within the research directorate;
- b) Monitor progress of individual and collective research works;
- c) Conduct research forums;





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- d) Facilitate and conduct evaluation for other directorate staff research papers.
- 4) All researchers shall comply with established timelines, milestones, and reporting requirements as defined in the research calendar.
- 5) The research calendar shall be set as below and shall form an integral part of this Guideline.



- 6) Unless circumstances of force majeure arise, the Research Directorate shall implement and adhere to the approved research calendar as established under this Guideline.
- 7) The research calendar shall be applied consistently to guide planning, execution, monitoring, and timely completion of research activities.
- 8) Notwithstanding the above, the Directorate may amend or adjust the research calendar, as necessary, in response to:
 - a) Emerging policy priorities;
 - b) Operational requirements;
 - c) Unforeseen constraints or delays;
 - d) Strategic institutional considerations.





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- 9) Any such amendments shall be duly justified, documented, and communicated to the relevant stakeholders to ensure continued coordination and accountability.
- 10) The Directorate shall monitor implementation of the research cycle and calendar and take corrective actions where delays or deviations are identified.

20. Research Planning: Topic Selection, Purpose, and Timeline

- 1) All research topics shall support the strategic objectives of the Bank as well as its center of excellence objective.
- 2) Research topics shall be identified through:
 - a) Directed (Top-Down) Approach-Based on institutional priorities and top management directions; or
 - b) Undirected (Bottom-Up) Approach - Initiated by researchers based on professional inquiry.
- 3) Undirected research topic shall require formal approval by the Directorate prior to commencement. However, the topic may be modified as the research work progress.
- 4) While researchers retain academic responsibility for methodology, analysis, and conclusions, such work shall remain subject to this guideline and applicable governance frameworks.
- 5) Unless otherwise approved, each research project shall be completed within six (6) months from the date of commencement.

21. Data Governance: Quality, Access, and Use

- 1) Researchers shall ensure that all data used in research is accurate, reliable with proper source and appropriate for the intended analytical purpose and the author shall be open to any request by the Research Directorate to regarding this issue.
- 2) Researcher may utilize primary data or secondary data from national or international sources, but using same source is advisable for comparison purpose.
- 3) Priority shall be given to national datasets. However, international data sources may be used where:
 - a) Coverage is inadequate;
 - b) Data gaps exist;
 - c) Analytical requirements necessitate broader datasets.





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- d) Comparison with peer countries is required
- 4) External collaborators may access the Bank's confidential data only under a formal agreement or guest researcher contract as approved by the Directorate and with strict limitations to the approved research scope.
- 5) External parties shall not retain, reuse, or redistribute those confidential data beyond the approved research activity.

22. Literature Review and Academic Rigor

- 1) All researches conducted within the Bank shall include a comprehensive review of relevant literature, encompassing both international and domestic empirical studies.
- 2) The literature review shall:
 - a) Incorporate theoretical and international empirical literature to ensure alignment with global research standards;
 - b) Include a mandatory empirical literature review relevant to Ethiopia, with particular emphasis on studies conducted using domestic data and contextual analysis.
- 3) Researchers shall prioritize the use of empirical studies based on Ethiopian data. Where such literature is limited or insufficient, researchers may supplement with relevant regional or international studies, provided that appropriate justification is documented.
- 4) The literature review shall be structured, up-to-date, and directly linked to the research objectives, methodology, and analytical framework.

23. Research Analysis and Methodological Standards

- 1) All research shall be based on sound analytical and methodological principles.
- 2) Researchers shall ensure that:
 - a) Results are replicable using the same data and methods;
 - b) Findings are robust and testable under varying conditions;
 - c) Conclusions are supported by empirical evidence and logical reasoning.
- 3) Researchers shall apply appropriate models, tools, and techniques and provide clear justification for their selection.





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24. Report Drafting

- 1) Researchers shall use clear statements, standardize font and size, uniform line spacing, simple graph & figures and standardize interpretation of statistical and econometric results while they prepare research report. Research reporting also should align with the NBE's standard and coloring format.

25. Citation and Referencing Standards

- 1) All research works produced within the Directorate shall properly acknowledge the work of other researchers and sources through accurate and appropriate citation and referencing practices.
- 2) Researchers shall ensure that all sources of data, ideas, methodologies, and findings derived from other works are clearly and consistently cited in accordance with accepted academic standards.
- 3) A recognized and consistent citation style shall be applied throughout each research work. Acceptable citation formats include, but are not limited to:
 - a) Harvard referencing style;
 - b) APA (American Psychological Association) style;
 - c) Chicago style; or
 - d) Any other internationally recognized academic citation format
- 4) The selected citation style shall be applied consistently across the entire document, including in-text citations, references, footnotes, and bibliographies.
- 5) Failure to properly cite sources shall constitute a breach of research integrity and may be subject to review under the applicable research ethics and quality assurance provisions.

26. Presentation of Research Works

- 1) All research works presented in internal forums of the Bank shall comply with the Bank's established presentation standards and formats.
- 2) Such presentations shall:
 - a) Follow the officially approved presentation templates and formats of the Bank;





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- b) Be subject to prior review and approval by the Research Directorate before presentation in any internal forum.
- 3) The Directorate shall determine the content requirements, presentation standards, number and structure of presentation materials.

27. Publication and Dissemination

- 1) The Research Directorate shall ensure the effective dissemination of research works through appropriate internal and external platforms.
- 2) The Staff Working Paper Series (SWPS) shall serve as the primary publication platform for research works of the Bank.
- 3) Publication within the SWPS shall be governed by established editorial board quality assurance procedures.
- 4) Research works may also be disseminated through, but not limited to:
 - a) Conferences, seminars, and professional forums;
 - b) Periodic publications, including quarterly Birritu Magazine, newsletters and institutional reports;
 - c) Digital platforms, including official websites and other approved communication channels.
- 5) Publication of research works in international academic journals or external platforms shall require prior approval from the Bank through the Research Directorate.
- 6) All dissemination activities shall comply with the Bank's communication policies, confidentiality requirements, and procedures on sensitive information.

28. Quality Assurance

- 1) All research produced within the bank shall undergo mandatory quality assurance processes to ensure accuracy, consistency, and methodological soundness.
- 2) Quality assurance processes shall include, but not be limited to:
 - a) Peer review;
 - b) Validation of models, methodologies, and datasets used in the research;
 - c) Review of analytical consistency, logical coherence, and robustness of conclusions.





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- 3) Quality assurance shall be conducted at multiple stages of the research lifecycle, including proposal review, interim assessment, and final validation prior to final submission to the directorate.

29. Ownership and Intellectual Property

- 1) All research works produced within the Directorate are the property of the Bank.
- 2) Researchers shall retain authorship recognition for their work, subject to the inclusion of appropriate institutional disclaimers.
- 3) The best three top research works selected by the Research Quality Editorial Board, endorsed by the Vice Governor & Chief Economist and approved by the Governor shall be awarded Birr 100,000, Birr 70,000 and Birr 40,000 per research work¹, respectively.
- 4) All research works shall comply with the Bank's standard on intellectual property, confidentiality, and disclosure prior to publication or dissemination.

30. Joint Research and Collaboration

- 1) All joint research projects shall require prior approval from the Monetary Stability Cluster.
- 2) The Directorate may establish collaborative research arrangements with external institutions, academic partners, and individual experts.
- 3) All joint research arrangements shall clearly define:
 - a) Roles and responsibilities of each party;
 - b) Contributions to the research work;
 - c) Authorship and publication rights.
 - d) Researchers of the Directorate must retain full responsibility for the integrity, quality, and compliance of their contributions to joint research works.

31. Research Independence and Safeguards

- 1) All research work shall be conducted independently, free from undue internal or external influence.

¹ Based on the decision made by the Executive Management of the Bank in its meeting minute No.293





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- 2) Research findings shall not be altered, suppressed, or influenced to align with predetermined policy positions.
- 3) The Bank shall ensure a clear distinction between research findings and policy decisions.

32. Research Funding and External Support

- 1) The Research Directorate of the Bank may accept funding, technical assistance, or other forms of support from external institutions for the purpose of enhancing research capacity, accessing specialized expertise, supporting large-scale studies, and promoting innovation.
- 2) Such funding or support shall comply with the following requirements:
 - a) It shall be transparent and subject to formal approval by the Monetary Stability Cluster of the Bank in consultation with relevant bodies;
 - b) It shall be governed by formal agreements clearly defines the scope, roles, responsibilities, deliverables, and obligations of all parties involved;
 - c) It shall not compromise, directly or indirectly, the independence, objectivity, integrity, or credibility of the Bank's research function;
- 3) The Directorate, in consultation with the Monetary Stability Cluster, shall ensure proper oversight, monitoring, and accountability mechanisms are in place for all externally funded or supported research activities.

PROFESSIONAL CONDUCT OF STAFF

33. General Principles

- 1) Any staff conducting research shall uphold the highest standards of professional conduct, integrity, and ethical behavior in the conduct of research activities.
- 2) In addition to complying with the Bank's general Code of Conduct, researchers shall adhere to the specific ethical and professional standards set out as the follow.





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34. Professional Responsibilities and Work Commitment

- 1) Research staff shall primarily dedicate their working time to directed and/or undirected research activities, unless otherwise assigned for other tasks by their immediate supervisor.
- 2) Final research work and individual performance of staff of the research directorate shall be evaluated in accordance with the Bank's performance management framework.
- 3) Researchers shall retain professional responsibility and accountability for their work, including, selection of methodology, analytical approach, interpretation of results, conclusions and presentation of findings, provided that such work complies with this Guideline and applicable institutional policies.
- 4) In collaborative research arrangements, including those involving external institutions, directorate researchers shall retain responsibility for the integrity, quality, and validity of their contributions.

35. Integrity and Scientific Standards

- 1) All research shall be conducted in accordance with recognized standards of integrity, objectivity, transparency and scientific rigor.
- 2) Researchers shall ensure that methods, models, and analytical tools used are appropriate and properly justified. Findings are based on verifiable evidence and sound reasoning. Furthermore, conclusions are not influenced by preconceived opinions or institutional bias.
- 3) Research works shall be capable of independent verification and secondary review.
- 4) The following practices are strictly prohibited:
 - a) Fabrication or falsification of data, results, or research processes;
 - b) Manipulation or selective use of data to support predetermined conclusions;
 - c) Plagiarism, including the use of others' work, ideas, or findings without proper acknowledgment;
 - d) Misrepresentation of research findings or analytical results.





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36.Accountability and Professional Judgment

- 1) Researchers shall take full responsibility for their work and shall ensure timely delivery of research works.
- 2) Researchers shall proactively identify risks to research quality or timelines and take corrective measures, including escalating concerns where necessary.
- 3) Researchers shall exercise independent professional judgment and demonstrate the courage to challenge views or practices that are inconsistent with scientific evidence or methodological soundness.

37. Confidentiality and Data Protection

- 1) Researchers shall respect the confidential nature of all data and information accessed in the course of their work.
- 2) Personal, institutional, and sensitive data shall be handled in accordance with the Bank's data governance and confidentiality policies.

38. Conflict of Interest

- 1) Researchers shall disclose any actual or potential conflicts of interest that may affect the objectivity or integrity of their work.
- 2) Research activities shall be conducted solely in the interest of advancing the Bank's mandate and strategic objectives.

39.Communication and Responsible Dissemination

- 1) Researchers shall communicate their findings clearly, accurately, and responsibly, in accordance with professional standards as per the directorate's proceduer.
- 2) All research communication shall comply with the Bank's policies on sensitive topics, external communication, disclosure and publication.





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40. Error Management and Correction

- 1) Researchers shall promptly acknowledge and correct any errors identified in their work.
- 2) Where errors materially affect findings or conclusions, appropriate corrective actions, including revision or withdrawal, shall be undertaken.

41. Collegiality and Knowledge Sharing

- 1) Research staff shall foster a collaborative and respectful working environment.
- 2) Researchers shall:
 - a) Engage in constructive discussions and peer learning;
 - b) Share knowledge and expertise across Directorates;
 - c) Support teamwork and interdisciplinary collaboration.
- 3) Senior researchers shall mentor and support less experienced staff to enhance their professional development and research capabilities.

42. Professional Development and Excellence

- 1) Researchers shall continuously enhance their skills, knowledge, and competencies in line with international best practices.
- 2) The Directorate shall promote continuous learning, innovation in research methods, and adoption of advanced analytical tools and approaches.
- 3) All research should aim to meet internationally recognized standards of excellence and contribute to the Bank's reputation as a center of excellence.

MONITORING AND EVALUATION

43. Monitoring Research Activities

- 1) The Research Directorate shall establish and maintain a robust system for monitoring and evaluating research work and performance conducted under the directorate.





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- 2) Research performance of the directorate shall be monitored on a continuous basis to ensure:
 - a) Alignment with the Bank's strategic objectives;
 - b) Adherence to approved research plans and timelines;
 - c) Achievement of quality standards and performance targets;
 - d) Effective utilization of the Bank's resources.
- 3) The Directorate shall implement appropriate mechanisms for tracking progress, assessing works, and identifying performance gaps.
- 4) Such evaluation shall assess the quality, relevance, impact, and international standing of the Bank's research.
- 5) The directorate shall prepare and implement procedures to follow up research progress undertaken in its scope and to select other Directorates' staff research works for mini-in-house presentations.

MISCELLANEOUS

44. Compliance and Enforcement

- 1) Compliance with this Guideline should be mandatory for all staff of the Research Directorate and any other parties engaged in research activities in the Bank be it individual or collaborative.
- 2) Any violation of this Guideline shall constitute a breach of institutional rules and shall be subject to disciplinary action in accordance with the applicable administrative policies, procedures, and regulations of the Bank.
- 3) All breaches, suspected violations, or non-compliance issues shall be reported without delay to the Research Director.
- 4) The Directorate shall establish mechanisms to:
 - a) Monitor compliance with this Guideline;
 - b) Investigate reported violations;
 - c) Recommend and enforce appropriate corrective and disciplinary measures.





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45. Review and Amendment

- 1) This Guideline shall be subject to periodic review to ensure its continued relevance, effectiveness, and alignment with institutional and international dynamism.
- 2) The Guideline may be amended, in whole or in part, as necessary to reflect changes in:
 - a) Strategic priorities of the Bank;
 - b) Institutional structures and operational requirements;
 - c) International best practices and evolving research standards.
- 3) Any proposed amendments shall be subject to review and approval by the appropriate authority in accordance with the Bank's governance framework.

46. Entry into Force

- 1) This Guideline shall enter into force upon its approval by the Governor.
- 2) The Guideline shall remain in full force and effect unless amended, suspended, or repealed in accordance with applicable procedures.

