NCRC RESEARCH POLICY

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Governance Area Addressed:	Crime research
Approving Authority:	Governing Council
Responsible:	Director/CEO and Information Management Department
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Related Policies	1. National Crime Research Centre Act, 1997 2. Human Resource and Procedures Manual 2023 3. NCRC Plagiarism 4. NCRC Research Road Map for Research Studies 5. NCRC Research Format 6. NCRC Crime Researchers Code of Ethics

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1.0 INTRODUCTION

The National Crime Research Centre (NCRC) was established by the National Crime Research Act No. 4 of 1997 to spearhead, co-ordinate and disseminate crime-related research findings and recommendations with the view to reduce crime. It is guided by its *vision* of being, *A Centre of Excellence in Crime Research* and its *mission* is to *undertake quality crime research towards informing policy and programmes in crime management for a safe and secure society.*

As a core function of the Centre, crime research plays a vital role in informing policy that addresses contemporary and evolving crime trends which continue to pose significant challenges to the safety and security of the nation and have far-reaching implications on Kenya's social and economic well-being. The Research Policy will guide the effective delivery of the research functions stipulated in the Act.

2.0 RESEARCH MANDATE

The mandate of NCRC is to carry out research into the causes of crime and its prevention and to disseminate research findings and recommendations to the Government agencies concerned with the administration of criminal justice with a view to assisting them in policy formulation and planning.

3.0 RATIONALE FOR RESEARCH POLICY

Contemporary and evolving crime trends and risk factors pose serious threats to national security and all the sectors of Kenya's economy thereby jeopardizing national development. This Policy is therefore necessary for it will guide the conduct of prioritized, coordinated and reliable policy-action crime research that will assist relevant agencies in formulating policies and programmes that respond to these challenges. In addition the policy will guide in the development and testing of theories of crimes.

4.0 POLICY STATEMENT

The policy provides a framework to the Centre to carry out quality, reliable research, ensure professionalism and high ethical standards in processing and dissemination of crime data. It is expected data from NCRC will go a long way in guiding policy formulation and planning by agencies in the administration of criminal justice. In addition the policy will contribute to development and testing of theories.

5.0 PRINCIPLES AND VALUES

The underpinning principle of this policy is that reliable policy-action crime research and enhanced management of and access to quality crime research information is key to effective crime management towards reducing the burden of crime in society. In so doing, the Centre shall be guided by the following values: Excellence, Integrity, impactfulness, collaboration and knowledge sharing and diversity

6.0 POLICY OBJECTIVES, STRATEGIES AND ACTIONS

The overall objective of the Policy is to provide a framework for carrying out quality research into the causes of crime, its prevention and to disseminate empirical research findings and recommendations.

Specifically, the Research Policy aims to:

6.1 Provide a supportive work environment for Centre's Directorates and Departments

6.1.1 Strategies

The following strategies are proposed for the promotion of a collaborative work environment.

i. Ensuring that research directorates and departments have sufficient power or authority to execute their mandate;
ii. Clearly specifying roles and procedures for research directorates, departments and individuals; and
iii. Continuously motivating leaders and individuals in the Centre.

6.1.2 Actions

To achieve this, the Policy recommends the following actions:

i. The Council sets out functions of the functions of research directorates and departments.
ii. Heads of research directorates and departments will be internally scored on their performance using set performance indicators;
iii. To provide a favorable environment for heads of research directorates and departments and staff to be externally evaluated on their performance; and
iv. Periodically rewarding best performers and imposing sanctions on poor performers in line with relevant government instruments.

6.2 Mobilizing and ensuring enhanced management of the Centre's resources

6.2.1 Strategies

The following strategies are proposed for resource mobilization and management.

i. Promotion of strategic resource mobilization and fundraising;
ii. Encouraging and supporting collaboration, partnership and networking in crime research; and
iii. Supporting in building and continually having in place a Crime Research Contingency Fund.

6.2.2 Actions

To achieve this, the Policy recommends the following actions.

i. Implanting resource mobilization strategy;
ii. Write crime research proposals for funding;
iii. Sign MOUs with collaborators and partners;
iv. Provide for the establishment of crime research contingency fund in the Center's; and
v. Setting up of systems for sound management of resources.

6.3 Continually build the Center's research capacity to be in tandem with the changing research environment.

6.3.1 Strategies

The following strategies are proposed for capacity building at the Centre.

i. Encouraging and supporting continuous assessment of the Centre's research needs and assets;
ii. Conducting research training needs assessment;
iii. Collaborate with partners and stakeholders in capacity building, identifying crime research gaps and priorities;
iv. Providing support for periodic evaluation of capacity development; and
v. Ensuring sustainability of the Centre's capacity.

6.3.2 Actions

To achieve this, the Policy recommends the following actions.

i. Partnering with stakeholders in capacity development, identifying crime research gaps and priorities;
ii. Encouraging and supporting staff training;
iii. Strengthening infrastructure to be able to respond to emerging crime research needs;
iv. Holding of seminars, webinars and workshops; and
v. Periodic evaluation of the Centre's capacity development.

6.4 To protect, motivate and professionally guide researchers at the Centre

6.4.1 Strategies

The following strategies are proposed for protecting and guiding researchers:

i. Protecting the intellectual property rights of the Centre and its researchers;
ii. Providing guidance on ethical standards in the crime research process; and
iii. Providing a framework for recognition of contributions, creativity and innovation in research done at the Centre.

6.4. 2 Actions

To achieve this, the Policy recommends the following actions:

i. Provide a framework for protecting intellectual property of the Centre work;
ii. Prepare comprehensive guidelines on research ethics for staff working at the Centre;
iii. Prepare comprehensive guidelines on publications by staff working at the Centre;
iv. Encourage and facilitate staff at the Centre to publish; and
v. Develop the Centre's anti-plagiarism policy.

6.5 To ensure collection and dissemination of quality, timely and informative research findings

6.5.1 Strategies

To ensure that quality, timely and informative data is collected, the following strategies are proposed:

i. Develop a framework of identification and prioritization of crime research themes at the Centre;
ii. Always endeavor to seamlessly and timely approve crimes research themes proposed at the Centre; and
iii. Facilitate timely collection, processing and dissemination of quality and responsive data on crime.

6.5.2 Actions

i. To achieve this, the Policy recommends the following actions.
ii. Develop and implement research Standard Operating Procedures;
iii. Provide a framework for the identification and prioritization of crime research themes; and
iv. Approval of crime research themes.

6.6 Setting up a crime data repository at the Centre

6.6.1 Strategies

To set up a crime data repository, the following strategies are proposed:

i. Facilitating the setting up of an integrated crime data repository;
ii. Develop a framework for data collection; and
iii. Continuous scaling up the Centre's repository.

6.6.2 Actions

To achieve this, the Policy recommends the following actions:

i. Develop a concept on crime data repository;
ii. Mobilize resources to set up and manage the Centre's repository;
iii. Stakeholders engagement for development of the framework for data collection and sharing;
iv. Capacity building for the operations of the repository; and
v. Periodic evaluation of the data repository.

6.7 Provide mechanisms for effective monitoring and evaluation of the Research Policy

6.7.1 Strategies

i. Develop and implement an evaluation framework; and
ii. Ensure compliance with the Research Policy.

6.7.2 Actions

i. Conduct an evaluation of the Research policy; and
ii. Facilitate the process of compliance audit.

7.0 DESIRED OUTCOMES

It is expected that:

i. Performance indicators for heads of directorates and departments and staff at NCRC will be there.
ii. Both external and internal evaluation reports for heads of directorates and departments and staff at NCRC will be there.
iii. The Centre will have resources to carry out its mandate.
iv. Stakeholder and partner support for NCRC capacity development.
v. That the NCRC crime research code of ethics will be reviewed.
vi. Staff at NCRC will publish research papers in credible journals.
vii. The plagiarism policy will be reviewed.
viii. The Centre will have a policy on intellectual property management.
ix. The Center will develop a research Standards Operation Procedures.
x. The Center has a crime data repository.
xi. The NCRC policy is monitored and evaluated.

8.0 PERFORMANCE INDICATORS

This section captures the performance indicators for each of the specific objectives of the Research Policy.

8.1 Promote a collaborative work environment between the Centre's Directorates and Department

The success of this policy may be measured in terms of the following performance indicators:

i. Agreed performance target indicators;
ii. Highly performing leaders and staff;
iii. Clearly specified roles and procedures; and
iv. Motivation, reward and Framework.

8.2 Mobilizing and ensuring enhanced management of the Centre's resources

The success of this policy may be measured in terms of the following performance indicators:

i. Crime research funding proposals;
ii. Mobilized resources and a Crime Research Contingency Fund;
iii. Signed MOUs; and
iv. Resource utilization, control and audit systems and/or frameworks.

8.3 Continually build the capacity of the Centre to be in tandem with the changing research environment

The success of this policy may be measured in terms of the following performance indicators:

i. Needs and assets assessment report;
ii. Training needs assessment report;
iii. Number of collaborating partner-supported capacity development activities;
iv. Number of capacity development evaluations;
v. Infrastructure in place to respond to emerging crime research needs; and
vi. A capacity sustainability framework.

8.4 To protect, motivate and professionally guide researchers at the Centre

The success of this policy may be measured in terms of the following performance indicators:

i. Protected intellectual property rights and copyrights;
ii. NCRC Crime Research Code of Ethics;
iii. Contributions, creativity and innovations recognition framework;
iv. Guidelines on research publications;
v. Staff publications; and
vi. NCRC Anti-Plagiarism Policy.

8.5 To ensure collection and dissemination of quality, timely and informative research findings

The success of this policy may be measured in terms of the following performance indicators:

i. Research Standard Operating Procedures (SOPs);
ii. A framework (s) for the identification and approval of crime research themes;
iii. Schedule/list of prioritized and approved crime research themes; and
iv. Timely preparation and dissemination of quality and responsive data on crime.

8.6 Setting up a state of the art and user friendly and repository at the Centre

The success of this policy may be measured in terms of the following performance indicators:

i. A secured and integrated (online and offline) crime data repository;
ii. A Crime Research Data Accessibility Framework;
iii. Automated and digitized crime research processes; and
iv. An up to date Crime Reporting Mobile Application.
v. Mined media data

8.7 Provide mechanisms for effective monitoring and evaluation of the impact of the research findings and recommendations

The success of this policy may be measured in terms of the following performance indicators:

i. M & E Framework (incorporating the Tool and Key Performance Indicators);
ii. Annual crime research impact assessment report;
iii. Research Policy Implementation M & E Report;
iv. Stakeholder feedback framework; and
v. Mined media data.

9.0 MANAGEMENT PLAN

This Policy will be implemented by management with the approval of the Governing Council. Departments shall be charged with the responsibility of everyday implementation of the provisions of the Policy under the coordination of Directorates. The Directorates and departments shall also undertake monitoring and evaluation of the implementation and report to the Director/CEO. The Director/CEO shall then report the progress of implementation of the Policy to the Governing Council through the relevant committees of the Council.

10.0 REVIEW PROGRAM

The Policy shall be reviewed after every five (5) years or as need may arise. The review process shall include an examination of the performance indicators, consultations among researchers and between NCRC and partners.

11.0 POLICY APPROVAL

This Research Policy is Effective from day of .....

CHAIRPERSON

NATIONAL CRIME RESEARCH CENTRE