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**“APPROVED”**  
**Rector of the EI “RMU”**  
**cand. of med. sciences**  
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**REGULATION ON RESEARCH ACTIVITIES**  
**OF THE EDUCATIONAL INSTITUTION**  
**“ROYAL METROPOLITAN UNIVERSITY”**  
**QMS-P-RS - 7.1.2.18-2024**

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## 1. Purpose and Scope of Application

1.1. This Regulation on Research Activities at the Educational Institution “Royal Metropolitan University” (hereinafter referred to as the University) defines the goals, objectives, procedures for organization, planning, implementation, and control of research activities.

1.2. This Regulation is intended to regulate the activities of all structural subdivisions of the University involved in research, scientific-technical, and innovation activities.

1.3. This Regulation applies to:

- academic and teaching staff;
- research personnel;
- students involved in research activities;
- other persons engaged in research work.

## 2. Normative References

2.1. This Regulation has been developed in accordance with the following legal and regulatory acts:

- Law of the Kyrgyz Republic “On Education” dated August 11, 2023 No. 179;
- Law of the Kyrgyz Republic “On Science and Fundamentals of State Scientific and Technical Policy” dated June 16, 2017 No. 103;
- Charter of the Educational Institution “Royal Metropolitan University”;
- Other regulatory legal acts of the Kyrgyz Republic in the field of education, science, and innovation activities;
- Internal regulatory documents of the University.

2.2. In case amendments are made to the above-mentioned legal acts, their current version shall apply.

## 3. Terms and Definitions

3.1. The following terms and definitions are used in this Regulation:

- **Research Activities (R&D)** – activities aimed at obtaining new knowledge and their practical application.
- **Experimental Design Work (EDW)** – a set of activities for the creation of new or modernization of existing products, technologies, and processes.
- **Innovation Activities** – activities aimed at implementing research results into practice.
- **Scientific and Technical Products** – results of scientific and scientific-technical activities presented in the form of reports, publications, developments, technologies, and other forms.
- **R&D Executor** – an individual or legal entity carrying out research activities.
- **R&D Customer** – an organization or individual initiating and/or financing research activities.

3.2. In the absence of definitions for individual terms, the current legislation of the Kyrgyz Republic shall apply.

#### **4. Abbreviations and Acronyms**

- RMU – Royal Metropolitan University
- R&D – Research and Development
- EDW – Experimental Design Work
- ATS – Academic and Teaching Staff
- KR – Kyrgyz Republic
- SRC – Student Research Circle
- STP – Scientific and Technical Products

#### **5. Goals and Objectives of University Research Activities**

5.1. Development of fundamental research as the basis for new knowledge, development and implementation of new technologies, establishment of scientific schools capable of conducting research at a modern level.

5.2. Development of applied research and effective implementation of research results into medical practice and educational processes.

5.3. Training of highly qualified scientific and pedagogical personnel and development of young researchers' creativity.

5.4. Development of cooperation in research activities with higher educational institutions, research institutions of the Ministry of Health of the Kyrgyz Republic, the National Academy of Sciences of the Kyrgyz Republic, and healthcare organizations.

5.5. Development of international cooperation in the main areas of the University's research activities.

5.7. Creation of conditions for intellectual property protection.

5.8. Development of the material, technical, and financial base of research and development through attracting funds from various foundations.

#### **6. Main Types of Scientific and Scientific-Technical Work (Products)**

6.1. Publication of research results (articles in national and international journals, textbooks, teaching manuals, monographs, guidelines, reference literature, scientific reports, presentations at scientific forums).

6.2. Development of new methods of diagnostics, treatment, prevention, and rehabilitation.

6.3. Development of new devices (medical equipment and medical products: instruments, tools, models, prototypes, pilot batches), including scientific and technical documentation, testing programs and methodologies, preliminary testing protocols, technical specifications and regulations for reagents, operational documentation, documentation for special control instruments, reports of technical, medical, certification, and state quality control tests.

6.4. Development of new software products and databases.

6.5. Production of educational and popular science films.

6.6. Provision of scientific and production services using scientific equipment and apparatus.

6.7. Other types of scientific products and services.

## **7. Executors of R&D**

7.1. Research activities at the University are carried out by structural subdivisions including research laboratories, clinical centers, scientific departments, and academic departments.

7.2. Direct executors of research activities at the University are:

- academic and teaching staff in accordance with individual work plans;
- research staff and auxiliary personnel;
- postgraduate students and degree applicants according to individual study plans;
- employees of other institutions and organizations, including foreign organizations, involved under cooperation agreements;
- students who are members of the University Student Research Circle (SRC).

## **8. Management and Coordination of R&D**

8.1. Management of research activities at the University is carried out by the Rector, the Vice-Rector for Research, and the Academic Council of the University.

8.2. Scientific-organizational, methodological, and informational activities are carried out by departments and clinical bases of the University.

## **9. Planning of R&D**

9.1. Planning of research activities is based on proposals submitted by the University subdivisions to the Vice-Rector for Research.

9.2. In order to improve the effectiveness of research activities at the University:

- systematic analysis of the scientific level and effectiveness of research is conducted at Academic Council meetings;
- measures are taken to maximize the use of unique and expensive equipment;
- measures are taken to integrate research activities, combine research potential of the University subdivisions, and expand cooperation with medical universities and healthcare institutions;
- advanced domestic and international research experience is analyzed.

## **10. Research Activities of Departments**

10.1. Research activities of departments are carried out in accordance with the department's scientific specialization and research themes corresponding to the department profile and scientific problems, including interdisciplinary areas.

10.2. Research topics are annually submitted by departments for approval to the Academic Council of the University. The Head of Department bears personal responsibility for departmental research activities.

10.3. Departmental research activities shall include:

- implementation of research projects included in governmental and regional programs and grants;
- increasing the quantity and quality of publications by department staff;
- publication of scientific proceedings, obtaining patents and copyrights for inventions and implemented medical technologies, defense of dissertations;
- preparation of reviews and evaluations of dissertation research;
- discussion of completed research works and recommendations for their defense and implementation;
- organization of scientific and practical seminars, conferences, symposiums, congresses;
- participation of department staff in scientific events within the Kyrgyz Republic and abroad;
- implementation of research results into educational and medical practice;
- storage of original documents on research topics at departments;
- organization of annual reports of academic staff on research activities and preparation of consolidated reports.

## **11. Reporting on R&D**

11.1. Scientific and technical products are presented in the form of scientific reports, patents, methodological guidelines, methodological recommendations, and regulatory technical documentation for medicines and medical products.

11.2. Research results of the University are subject to annual discussion at meetings of the Academic Council.

11.3. Heads and responsible executors of research topics bear responsibility for timely submission of scientific products. Amendments and additions to reporting procedures may be introduced in accordance with decisions of higher authorities and the Academic Council for the improvement of medical science development.

## **12. Procedure for Amendments and Additions**

12.1. Amendments and additions to this Regulation shall be adopted and approved in the same manner as this Regulation.

## **13. Storage and Archiving**

13.1. This Regulation is a document of the Quality Management System of the educational institution and shall be stored in accordance with established procedures.

13.2. The original approved Regulation shall be stored in paper form in the Human Resources Policy and Records Management Department of the Educational Institution “Royal Metropolitan University”.

13.4. Copies of the Regulation shall be provided to:

- heads of structural subdivisions;
- scientific supervisors and scientific councils (if established).

13.5. Archiving of outdated versions of the document shall be carried out in accordance with established regulations.