 **Participant INFORMATION SHEET**

**Study title**

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| Constraints on the Design of Security Policy: Insights from Security and Defence Elites in the United Kingdom |

**Invitation to take part**

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| We would like to invite you to take part in a research study. Before you decide, you need to understand why the research is being done and what it would involve for you. Please read the following information carefully and talk to others about the study if you wish. Ask us if there is anything that is not clear or if you would like more information. Take time to decide whether or not you want to take part. |

**What is the purpose of the research?**

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| The purpose of this project is to investigate the process via which security policy is designed and implemented in the UK. Of particular interest are potential constraints to the process, such as a concern with appearing inconsistent possibly hindering policy flexibility. A detailed description of the project’s context and scope is available on request. |

**Who is doing this research?**

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| Dr. Catarina P. Thomson, Lecturer in Security and Strategic Studies at the Strategy & Security Institute, University of Exeter. |

**Why have I been invited to take part?**

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| You have been invited to take part because of your experience in the design and/or implementation of security policy in the UK. |

**Do I have to take part?**

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| No. It is up to you to decide. We shall describe the study and go through this Information for Participants, which we will then give to you. You will have the opportunity to ask questions and in private if needed. After you have had time to consider this information, we will invite you to sign a consent form to show you have agreed to take part. You are free to withdraw at any time, without giving a reason. This will not affect your Service career in any way. |

**What will I be asked to do?**

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| The research will be conducted in the form of a one-on-one interview between you and the researcher. The interview will involve a series of questions about your experience in the design or implementation of security policy in the U.K. Before the interview begins, we can discuss questions or concerns you may have about the project. Next, I will ask you to sign a consent form, which states that you understand the nature of the research and that your participation is voluntary. The interview will last between 45 minutes to 1 hour, and will take place in an MOD office or a similar location selected by the interviewee. During the interview, to maintain an accurate record, I will take notes as well as audio record the dialogue that takes place. The latter will only be used for purposes of transcription and will be destroyed immediately after transcription takes place. |

**What are the benefits of taking part?**

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| Participation will not benefit you directly, but the study will help to develop a better understanding of the design and implementation of security policy in the UK. |

**What are the possible disadvantages and risks of taking part?**

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| If your colleagues or superiors became aware of negative opinions you may hold of them or official policy, this might affect your career. This is why all information will be treated as confidential and will be anonymised. |

**Can I withdraw from the research and what will happen if I don't want to carry on?**

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| You may decline to participate, and if you chose to participate you may withdraw at any time, even after the interview is complete. You do not have to give a reason for withdrawing, and you will not suffer any adverse consequences as a result. The fact of your non-participation or withdrawal will also be treated as confidential. If you withdraw, your data will be destroyed. |

**Are there any expenses and payments which I will get?**

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| No. |

**Will my taking part or not taking part affect my Service career or medical care?**

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| No. Whether you choose to participate or not will not in any way affect your career. |

**Whom do I contact if I have any questions or a complaint?**

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| If you have a question or complaint you may contact the researcher by post, email or telephone:   |  |  |  | | --- | --- | --- | | Dr. Catarina P. Thomson | Strategy & Security Institute, University of Exeter, Knightley, Streatham Drive, Exeter EX4 4PD, United Kingdom | | | E: c.p.thomson@exeter.ac.uk | Tel: +44 (0)1392 725595 | |

**What happens if I suffer any harm?**

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| If you suffer any harm as a direct result of taking part in this study, you can apply for compensation under the MOD’s ‘No-Fault Compensation Scheme’ if you are a UK national (see details attached). |

**What will happen to any information I give?**

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| Research data relating to the project will be securely stored for 50 years after completion, in compliance with MOD regulations. Non-essential data will be securely destroyed on completion of the project, in compliance with the Data Protection Act 1998. All data will be held securely and in confidence, in accordance with the Act. |



**Will my records be kept confidential?**

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| Yes, information you provide will remain confidential and will be anonymised. This means we will not share information you provide with others, or tell them about your participation, without your express consent.  The results of the study will be published in a series of journal articles, and may also be published as an academic book. Where information you provide is published, you will not be identifiable as the source of that information. |

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| Only the researcher and data depository staff will have direct access to your data. Confidential data can only be disclosed to a third party without your consent in order to comply with UK law, for example if requested under the Counter-Terrorism Act 2008. The researcher has a duty under law to disclose any information pertaining to criminal or gross professional misconduct to the chain of command. Such information does not relate to the subject of this study, and is not sought. You will be informed if any of your information must be disclosed due to this obligation. |

**Who is organising and funding the research?**

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| The researcher is a lecturer in Security and Strategic Studies at the University of Exeter’s Strategy and Security Institute and this project is funded by an Economic & Social Research Council grant. |

**Who has reviewed the study?**

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| This study has been reviewed and approved by the Ministry of Defence Research Ethics Committee (MoDREC), as well as by the University of Exeter College of Social Sciences and International Studies Research Ethics Committee. |

**Further information and contact details.**

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| You may ask the researcher any questions you may have about the project. Additionally you may contact the Project Supervisor or the MODREC Secretariat for further information. Contact details are as above.  You may also visit the following websites for further information:  On MOD research procedures: <http://www.science.mod.uk/engagement/modrec/modrec.aspx>  On the Research Team: <http://www.exeter.ac.uk/strategy/people/> |

**Compliance with the Declaration of Helsinki.**

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| This study complies, and at all times will comply, with the Declaration of Helsinki[[1]](#footnote-1)as adopted at the 64th WMA General Assembly at Fortaleza, Brazil in October 2013. |

1. World Medical Association Declaration of Helsinki [revised October 2013]. Recommendations Guiding Medical Doctors in Biomedical Research Involving Human Subjects. 64th WMA General Assembly, Fortaleza (Brazil). [↑](#footnote-ref-1)