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„Approved”
Rector of Georgian Aviation University, Professor

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Georgian Aviation University Scientific-Research Center Statute

Master Copy

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2 Revision Highlights


Changes are made with the involvement of the Quality Assurance Service and the Rector. The revision is submitted to the University Rector for approval. It is prohibited to implement changes in violation of the aforementioned procedure.

Created by:	Approved by:
Head of Quality Assurance Service	Rector
Date:	Date:

Deleted Pages				Added Pages			
Chapter	Page	Revision	Date	Chapter	Page	Revision	Date

2.1 Revision Records

Revision №	Reason for Revision	Page Numbers	Date	Entered by


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4 Document Control

Control of documentation is provided by the rules and procedures written in the Quality Manual of Georgian Aviation University. The aim of rules and procedures is to create system to identify and use all documents easily by employees within the organization. All documentation must be created, and storage by the formats and terms indicated in Quality Manual. These procedures will establish effective system to create, renew and share documentations easily.

4.1 Document Distribution List

Organization	Format	Copy N:
Quality Assurance Service	Hard Copy	Master Copy
Quality Assurance Service	Electronic Version	E-version
University Web Page	Electronic Version	E-version

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5 The main part

Article 1. General provisions

1. The Scientific Research Center of the Georgian Aviation University (hereinafter referred to as the "Center") is a structural unit of the University, which carries out scientific research activities in accordance with the Law of Georgia on "Higher Education", as well as the University standard article and this regulation.
2. This regulation defines and regulates the main directions of the Center's scientific research activities, its goals and objectives, determines the Center's authority, the procedure for its formation, structure, management principles, and other matters related to its functioning and activities.
3. The Center is established, rehabilitated, and liquidated based on an individual act issued by the Rector of the University.
4. The university provides the Center with appropriate space, necessary material-technical means, inventory, and adequate working conditions.
5. The Center's financing is carried out through university, contractual, and grant sources, and is part of the university's financial system.
6. Participation in the Center's activities is open to employees and students of the university, as well as other scientific and technical institutions, who are interested in science and education issues.

Article 2. Scientific-Research Center Policy

1. The transfer of knowledge and the conduct of scientific research is one of the main functions of the university, the effective implementation of which is possible when researchers/scientists are guaranteed certain freedoms and are aware of their corresponding responsibilities
2. The university supports the following principles of research:
 - 2.1. Each researcher should be free to choose their research topic, seek support from various sources for their activities, and formulate discoveries and conclusions.
 - 2.2. These discoveries and conclusions should be available for further discussion and review.
 - 2.3. Research should be conducted in compliance with professional ethics and should not violate principles related to human health, safety, privacy, and other fundamental rights.
 - 2.4. The university should promote the existence of a favorable environment for research.
 - 2.5. In cases where limited resources prevent the university from meeting all the necessary requirements for conducting research, it selects research programs and ensures the allocation of space, resources, funding, and material-technical infrastructure for the implementation of programs of primary importance.
 - 2.6. Each researcher has a personal responsibility to ensure that the conduct of the research, the sources of research funding, and the intended use of research results do not conflict with the public interest and professional ethics.
3. Each researcher is obligated to:
 - 3.1. Ensure environmental safety;
 - 3.2. Use research resources correctly;
 - 3.3. Use the funds allocated for research in accordance with the terms of the contract/agreement under which the funds were allocated/received;
 - 3.4. Acknowledge the intellectual contributions made by others in the research and disseminate the results of the research.

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Publication and dissemination of research results:

1. The university supports and promotes the timely and conscientious dissemination of research results. The dissemination of research results is carried out through various means, such as publications in academic journals, web publications, exhibitions, professional or institutional seminars, etc.
2. Researchers have the right to disseminate research results to a broad audience, as long as it does not violate intellectual property, contract, or confidentiality protection terms.
3. The right to authorship is not tied to the position or profession of the individual involved in the research. In any academic publication, to be named as an author, the researcher must have made a significant contribution to the development of the research concept and design, data analysis, preparation of sections of the paper, and other activities directly related to the specific research.
4. The authors of the research are required to publish the final, approved version of the research using any of the above-mentioned methods.
5. The provision of materials, technical assistance, which form the basis for the publication, financial support, or data collection, should be recognized as contributions in the research, but such activities do not serve as a basis for co-authorship.
6. Supervising a research group does not constitute a basis for authorship. Being named as the supervisor of the research does not automatically imply authorship of the research/paper.
7. Each individual involved in the research is responsible for the authenticity, originality, and integrity of the research.

Conflict of interest:


1. The university acknowledges that a conflict of interest may arise during research. A conflict of interest puts the research, the individuals involved in the research, and the university at risk. The university expects that individuals involved in the research will openly acknowledge any implicit or explicit conflict of interest that may influence the research process or outcomes. Those involved in the research must identify, acknowledge, and effectively manage conflicts of interest in order to protect the integrity and transparency of the research.

Inter-agency collaborative research:

1. The university supports and assists collaboration between researchers, research institutions, and industrial organizations. Collaborative research generates responsibilities related to intellectual property, conflict of interest, ethical issues, and other matters, as well as challenges related to data management, publication of research results, and commercial use.
2. The university requires individuals participating in collaborative research to strictly adhere to the relevant legislation, regulations, and the terms specified in contracts, as this forms the foundation for effectively overcoming the listed challenges.

Research misconduct:

1. The university condemns any form of research misconduct and unethical behavior. All instances of violations of the research policy and code of ethics are reviewed by a disciplinary committee established by the rector's order.

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Article 3. Goals and Objectives of the Center

The goal of the center is:


1. Researching problematic issues in the field of aircraft design and production, and implementing innovations;
2. Studying the causes of malfunctions occurring during the flight operations and technical exploitation of aircraft, development of corresponding recommendations, and implementation of corrective actions to ensure flight safety.
3. Improving the flight safety assessment methodology for aircraft by considering operational factors and utilizing mathematical modeling;
4. Developing methods for monitoring the technical condition of aircraft and engines;
5. Conducting marketing research for airlines to enhance the effectiveness of commercial aviation operations.

The objectives of the center are:

1. Organizing scientific research activities to address flight and maintenance challenges facing the aviation industry;
2. Developing methodological issues for prospective and priority research directions and implementing scientific research based on them;
3. Organizing multifaceted expert-scientific services and consultations.
4. Participating in the training of highly qualified specialists in civil aviation, aircraft manufacturing, and related fields;
5. Contributing to the organization and participation in scientific-practical conferences, symposiums, congresses, seminars, and/or other similar events;
6. Developing and promoting the university's scientific potential in the field of aviation;
7. Facilitating the implementation and practical application of research results and integrating research outcomes into educational activities.

Article 4. Powers and Responsibilities of the Center

1. The Center is led by a Head who is appointed by the university's rector. Members of the Center are appointed and dismissed by the rector upon the recommendation of the Center's Head.
2. The Center carries out multifunctional, large-scale, and multidisciplinary activities within the framework of its goals, objectives, profile, potential, and capabilities
3. Participates in the preparation and publication of collections of works, journals, newspapers, advertising materials, educational booklets, and other types of products.
4. Establishes working relationships, with the agreement of the university's rector, with local and international aviation enterprises, economic agents, airlines, research institutions, and other organizations.
5. In the case of attracting grant-based or contract-based scientific projects, the center's head is authorized, with the agreement of the university's rector, to invite a specialist (or specialists) in accordance with the project's specifics, scope, and appropriate calculations.
6. The center is accountable to university's governing council to which it presents a report on its activities at least once a year. The evaluation of the center's performance is based on an analysis of the results of scientific-research work, with the effectiveness mechanisms considering the following key criteria:
 - 6.1. Obtaining a patent for an invention;
 - 6.2. Publishing scientific articles related to the research topic in local and international journals;

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- 6.3. Reviewing the research outcomes with partner organizations (industries, companies) and obtaining relevant recommendations for further development;
- 6.4. Implementing research results in production, achieving economic benefits, and performing qualification works (doctoral, master's) based on the research content. Additionally, integrating research outcomes into educational activities (e.g., creating instructional and methodological guidelines).
7. To lead and organize the execution of scientific research activities in the center, determining its development prospects.
8. To select and improve the methods and tools for conducting research and work.
9. To determine the priorities of the research.
10. Ensure transparency in the selection of grant and contractual topics by maintaining the following evaluation criteria: the relevance of the research topic/issue, the novelty and innovation of the research, the formulation of the problem, the research goals and objectives, the research methodology, the scientific value of the expected results, and the interdisciplinarity of the research.
11. When selecting a topic, each criterion is evaluated using a 5-point scale. In the case of a competition, the project with the highest score out of a total of 35 points is selected, approved, and subsequently developed.
12. Submit a report to the university's governing council regarding the evaluation of completed activities.
13. Propose the integration of research results into academic activities and, if necessary, the publication of research results.
14. Develop measures and ensure the implementation of completed contractual work into production.
15. Support employees in publishing scientific papers.
16. Comply with the university's statute and labor code requirements.

Article 5. Scientific Personnel


1. The research center has scientific personnel: lead researcher, senior researcher, researcher, and postdoctoral researcher.

The procedure for holding a scientific position:

1. A scientific position can be held only on the basis of an open competition, ensuring transparency, equality, and the principles of fair competition.
2. The conditions for conducting an open competition and selecting candidates for scientific positions are determined in accordance with the Law of Georgia on "Higher Education" and the "Regulations of Employment at Academic and Scientific Positions" of the Georgian Aviation University.

Scientific Personnel Labor Relations:

1. A written labor contract is concluded with scientific personnel.
2. The grounds for terminating the employment contract with scientific personnel are as follows:
 - Personal resignation;
 - Expiration of the fixed-term employment contract;
 - Gross or systematic violation of disciplinary norms;
 - Violation of the terms specified in the employment contract;
 - Other cases specified by Georgian legislation.
3. The issue of combining academic and scientific positions is regulated based on the employment contract.

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Rights and Duties of a Scientist:

1. The rights of a scientist are defined by Georgian legislation, the present regulations, and the employment contract.
2. A scientist has the right to:
 - Conduct scientific research without external interference and publish the research results without limitation, except in cases where such limitation is specified in the employment contract or if they contain state secrets;
 - Independently determine the content, methods, and tools of scientific research;
 - Participate in the implementation of educational programs' teaching and research components;
 - Along with conducting scientific research activities, participate in grant funding competitions, as well as benefit from individual grants and receive additional funding.
3. A scientist is obliged to:
 - Fulfill the requirements established by Georgian legislation and the regulations of the independent scientific research unit;
 - Fulfill the obligations stipulated by the employment contract;
 - Submit an annual report on the work performed in accordance with the procedures established by Georgian legislation.
4. The university and the independent scientific research unit ensure the freedom of scientific research for the scientific staff.