



**AWAB
SOCIETY**

ADDICTION ENDS • WHERE AWARENESS BEGINS

**AWAB
Society Research
Committee
Rules and Regulations**

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1. Purpose and Objectives

The Research Committee of the AWAB Society is established to collect, analyze, and publish data related to drug prevention and awareness. Its key aims are:

- To study drug addiction, causes, and its social impacts.
- To gather national-level data from rehabilitation centers and law enforcement agencies.
- To conduct research on laws, judiciary roles, and enforcement performance.
- To assist the society in formulating effective strategies for drug control and prevention.

2. Committee Composition

- The Research Committee will consist of a **minimum of 6** and a **maximum of 20 members**, including the Head of Committee.
- Members shall be selected by the **Executive Governing Body** and approved by the **Board of Trustees**.
- The **Head of Committee** will be chosen through an application and screening process, with final approval from the Board of Trustees.

3. Membership Tenure

- Each member will serve for a **term of 2 years**, which may be extended based on performance and commitment.
- Membership renewal or termination will depend on attendance, activity, and quality of contribution.

4. Duties and Responsibilities

Each member of the Research Committee is expected to:

1. **Conduct Surveys** annually on rehabilitation centers and collect accurate data.
2. **Gather Information** from newspapers, government reports, UNODC publications, and verified social media sources.
3. **Research Drug Laws** both nationally and internationally.
4. **Analyze Causes of Drug Use**, such as unemployment, family issues, or social pressure.
5. **Study the Role of Judiciary** in drug prevention and narcotics-related cases.
6. **Prepare Reports** (monthly or annual) on substance abuse trends, rehabilitation statistics, and awareness programs.
7. **Ensure Authenticity** by verifying all data through credible sources before submission.

5. Regional and Field Work

- Each member will work in their **respective province or region** (e.g., Punjab, Sindh, KPK, Balochistan, GB, AJK).
- Members will collect data from **local rehabilitation centers, hospitals, and enforcement agencies** in their area.

6. Attendance and Participation

- Regular participation in online/offline meetings is **mandatory**.
- **Absence from 3 consecutive meetings** without a valid reason may result in **removal from the committee**.

7. Report Submission

- All research reports and data shall be submitted **through the official AWAB Society email**.
- Reports must be reviewed and approved by at least **two members** for accuracy, grammar, and relevance before final publication.

8. Confidentiality

- All data, documents, and research findings are **strictly confidential**.
- No member shall share internal information without **prior approval** from the Executive Governing Body.
- Any **breach of confidentiality** will be treated as a serious violation and may result in **termination**.

9. Ethical Standards

- Research must respect **human rights, dignity, and privacy**.
- Members must ensure no harm or misuse of collected information.
- Ethical conduct is **mandatory** in every project, interview, or publication.

10. Verification and Data Integrity

- All findings must be supported by **verifiable and authentic evidence**.
- Unverified or inaccurate data must be **removed immediately** to maintain credibility and trustworthiness of the Society.

11. Performance Review

- A **performance evaluation** will be conducted every **6 months** by the Committee Head.
- One member may be selected as “**Best Research Contributor**” for outstanding performance and dedication.

12. Removal of Member

- A member may be removed from the Research Committee on the decision of the **General Governing Body**, with approval of the **Executive Governing Body**, if:
 - They violate rules or confidentiality.
 - They remain inactive or absent without valid reason.
 - They fail to meet performance standards.

13. Collaboration and Respect

- Members must maintain **team spirit**, respect each other’s ideas, and work collaboratively.
- Constructive discussions and mutual learning are strongly encouraged.

14. Research Publication

- The Committee shall prepare and publish articles, reports, and journals under the AWAB Society’s official platform.
- All publications must be reviewed and approved by the Head and Supervisor before release.

Additional Professional Clauses (For Better Efficiency)

15. Training & Orientation

Every new member shall attend an orientation or training session on research ethics, data management, and committee structure.

16. Annual Work Plan

At the beginning of each year, the Committee shall design an Annual Research Calendar, mentioning goals, deadlines, and responsible members for each month.

17. Sub-Committees Formation

The Research Committee may create smaller Sub-Teams such as:

Data Collection Team

Law & Policy Team

Report Writing Team

Verification Team

This helps in better division of work and efficiency.

18. Digital Record Management

All data and reports shall be stored in a secured digital folder (like Google Drive or Society's Cloud) accessible only to authorized members.

19. Annual Research Report

At the end of each year, the Committee shall publish an Annual Report highlighting key findings, achievements, and policy suggestions.

20. Code of Conduct

Every member must sign a Code of Conduct Form to commit to professionalism, honesty, and respect for confidentiality.

21. Research Review Board

A Research Review Board of 3 senior members shall check quality, accuracy, and presentation of all reports before public release.

22. Collaboration and Partnerships

The Committee may collaborate with universities, NGOs, or government agencies for joint research and data exchange.

23. Volunteer & Internship Program

The Committee may offer volunteer or internship positions to students or young researchers interested in public health or drug prevention.

24. Ethics Oversight

A small Research Ethics Committee shall review proposed research topics to ensure they are ethical and non-harmful.

25. Feedback and Evaluation

After every major research project, the Committee shall hold a feedback meeting to discuss lessons learned and improvement areas.

26. Recognition and Awards

Members showing consistent performance, teamwork, and creativity shall receive Certificates or Appreciation Letters from AWAB Society annually.

This final version provides a complete structure for the AWAB Society Research Committee, combining professionalism, discipline, teamwork, and credibility. It ensures that the committee works transparently, ethically, and effectively towards its mission of drug prevention and awareness.