

THE UNIVERSITY OF HONG KONG
FACULTY OF DENTISTRY

From the Faculty Office.

For Favour of Posting, 13 August 2012

CONTRACT RESEARCH

1. Our researchers may be approached from time to time by government departments, public organizations or industrial/commercial partners, to collaborate in a project of a contract research nature.
2. Contract proposals need to be prepared according to a specified format, much in the same manner as grant proposals.

The steps below outline the procedures to be followed.

A) Principal Investigator (PI) to submit a draft agreement and a completed Contract Research Form (http://intraweb.hku.hk/local/rss/tto/contract-research-form.doc) to the Research Services for review.
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B) RS to co-ordinate a review of the draft agreement by the Technology Transfer Office (and by Finance and Enterprises Office if financial terms involved) to ensure compliance with the relevant policies of the University.



C) After the agreement has been reviewed and accepted by all the contracting parties, RS will arrange for it to be signed by an authorized representative of the University. [<u>Note</u> : The authority to enter into a contract agreement rests with a person acting under the expressed or implied authority of the Council. In most cases, research contracts are signed by the Pro-Vice-Chancellor (Research) or his/her authorized representative, on behalf of the University.]

3. Further details and some agreement templates are available at the Research Services website (<http://www.rss.hku.hk/contracts/contract-research>)
4. For enquiries, researchers can contact Ms. Hung Lo, Administrative Assistant, Research Services <email: rss.lhung@hku.hk, telephone: 22194889>.