

## Principal Investigator Agreement

WHEREAS Dalhousie has entered into an Agreement with an external party/funder, in connection with a research project to be carried out by the Principal Investigator or is granting an internal award of funds to the Principal Investigator for research purposes (the “Research Agreement”) (the “Project”);

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and the mutual covenants and agreements hereinafter set out, the parties agree as follow:

- 1) Dalhousie agrees to administer the funds provided under the Research Agreement as per the terms of the Research Agreement and the policies and procedures of Dalhousie.
- 2) The Principal Investigator has reviewed the terms of the Research Agreement and received clarification where required.
- 3) The Principal Investigator agrees to undertake the work as detailed in the Research Agreement, provide any and all deliverables required under the terms of the Research Agreement, and spend the research funds according to the terms of the Research Agreement and Dalhousie policies and procedures.
- 4) The Principal Investigator agrees to undertake the Project in accordance with ethical, medical, and scientific standards (as applicable).
- 5) The Principal Investigator agrees to comply with all applicable legislative and regulatory requirements where applicable to the Project. The Principal Investigator agrees to notify the University Legal Counsel office in the event that he or she receives a notice of non-compliance, complaint or other proceeding relating to the legislative or regulatory requirements.
- 6) The Principal Investigator agrees to comply with Dalhousie’s policies, regulations, and procedures as applicable to the Project, including but not limited to:
  - a) Financial Services
    - i) Purchasing Policy;
    - ii) Unexpended Residual Funds in Research Accounts policy;
    - iii) Spending Authority for Research Funds Policy; and
    - iv) Travel Policy.

- b) Research Services
  - i) Research Equipment Policy;
  - ii) Overhead on Research Funds Policy.
- c) Human Resources
  - i) Benefits for Associated and Grant-Paid Employees Policy;
  - ii) Statement on Prohibited Discrimination;
  - iii) Accommodation Policy;
  - iv) Personal Harassment Policy;
  - v) Sexualized Violence Policy; and
  - vi) Procedures for Hiring Grant Paid Employees.
- d) Environmental Health and Safety
  - i) Research Laboratory Safety Policy manual;
  - ii) Biosafety Manual; and
  - iii) Radiation Safety policy.
- e) Legal and Ethical Compliance
  - i) Policy on Ethical Conduct of Research Involving Humans;
  - ii) Terms of Reference - University Committee on Laboratory Animals;
  - iii) Controlled Goods Policy;
  - iv) Scholarly Misconduct Policy; and
  - v) Document Execution/Contract Signing Authority Policy.
- 7) The Principal Investigator agrees to comply with all policies and procedures of Dalhousie Payroll and Information Services and is responsible for the following:
  - a) setting the terms and conditions of employment for all persons hired to work on the Project, including benefits and remuneration, all in accordance with Human Resources policies and procedures.
  - b) directing and supervising all employees and students; and

- c) determining, in consultation with Human Resources, when an employee should be suspended or terminated from the Project.
- 8) The Principal Investigator has ensured that all processes are in place to meet the requirements of the Research Agreement with respect to restrictions regarding publication, confidentiality, and intellectual property.
  - 9) Where there are persons employed to work on the Project, including but not limited to graduate students, the Principal Investigator agrees to inform those persons of the terms and conditions of the Research Agreement and, where appropriate, have them acknowledge in writing any conditions with respect to publications, confidentiality, and intellectual property.
  - 10) If, after the Research Agreement is signed, the Principal Investigator plans to use Project funds to:
    - a) hire a regular grant paid employee, or
    - b) a temporary, casual or student grant paid employee who has reached regular grant paid employee status as a result of this employment, then the Principal Investigator will notify the Legal Advisor, Research Services, if the benefits for that employee are not already budgeted for in the Research Agreement.
  - 11) The Principal Investigator agrees to adhere to the Dalhousie University Policy on Conflict of Interest and shall report all potential conflicts of interest to the appropriate Dean and the Vice President Research.
  - 12) In the event of a material breach or non-compliance by the Principal Investigator of the terms of this Agreement, Dalhousie shall notify the Principal Investigator who shall have 30 days in which to rectify such default. Where such default is not rectified within these 30 days, Dalhousie may at its election choose to close or suspend the research account for this Research Agreement; terminate the Research Agreement; or take such other action as it deems appropriate.
  - 13) This Agreement applies to any and all approved amendments to the Research Agreement.