



Clarification around employment requirements in NHMRCs Administering Institution (AI) Policy (the Policy)

Following some enquiries in response to a letter which was issued in December 2011 NHMRC would like to further clarify aspects of the policy that relate to employment:

- The purpose of the Policy is to ensure that NHMRC funds can be used effectively and efficiently for the purposes granted in a manner consistent with good administration of public money and in accordance with the *Australian Code for the Responsible Conduct of Research (2007)* (the Code) and NHMRC's Funding Agreement.
- The timing of the letter issued in December 2011 was to bring NHMRC's intention around employment conditions to the attention of CIAs who would be applying for NHMRC grants which would commence in 2013.
- It is intended that institutions that administer NHMRC funding for a Chief Investigator A (CIA) should have in place employment arrangements with the CIA which enable the institution to ensure that funding is spent in the intended manner.
- It is recognised that in some instances CIAs conduct their research at institutions that are not their employers (for example, CIAs whose primary employer is a State or Territory health department). In these circumstances, the CIA must hold an academic appointment, via a formal academic appointment process, from the University that administers the funding. This arrangement provides an assurance that the appointing University has adequate control over the funding and conduct of the research.
- For all grants that are due to commence after 1 January 2013, unless an academic appointment has been made by the University which is administering the funding on behalf of the CIA, administrative responsibility for the grant must be accepted by that CIA's employing institution which must itself be an AI.
- Where the CIA has employment contracts at more than one AI, the grants must be administered by the AI with the most substantial employment arrangement.

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