

NATIONAL HEALTH AND MEDICAL RESEARCH COUNCIL

CONDITIONS OF AWARD FOR Ongoing NHMRC TRAINING FELLOWSHIPS That commenced 2003 and earlier

EFFECTIVE 1 JANUARY 2004

<u>CONTENTS</u>	<u>PAGE</u>
PART A - INTRODUCTION	4
1. Application of conditions.....	4
2. Definitions.....	4
3. Award of Fellowships.....	6
4. Timing of Fellowships	7
PART B - GENERAL ADMINISTRATION	8
5. Compliance with law.....	8
6. Indemnity.....	8
7. Insurance.....	8
9. Responsible Officer	9
10. Institution to provide certain resources	9
PART C - FINANCIAL ADMINISTRATION	9
11. Time of payment of Fellowships	9
12. Salary packages	9
13. Allowances	10
14. Application of monies	11
15. Certification of expenditure.....	12
16. Termination of a Fellowship by Council.....	12

17.	Taxes, Duties and Charges	13
PART D - CONDITIONS OF SERVICE.....		14
18.	Additional earnings	14
19.	Salary loadings	14
20.	Additional awards	15
21.	Recreation leave.....	15
22.	Sick leave and maternity leave	16
23.	Superannuation	16
24.	Long service leave, study leave.....	16
PART E - MISCELLANEOUS.....		16
25.	Clearance requirements	16
	<i>Research at Australian Institutions.....</i>	<i>16</i>
	<i>Research at an Overseas Institution</i>	<i>17</i>
26.	Reports.....	17
27.	Acknowledgment of NHMRC Support	18
28.	Intellectual property	18
29.	CEO may act	18
30.	Mentor	18
31.	Communication.....	18

THE MEDICAL RESEARCH ENDOWMENT ACCOUNT

The National Health and Medical Research Council Act 1992 provides for the establishment of an account, known as the Medical Research Endowment Account, which consists of such amounts as are appropriated from time to time by Parliament and of income derived from the investment of these amounts; and gifts or bequests given or made for the purposes of the Account and the income derived from the investment of these amounts.

- (1) The purposes of the Account are to provide assistance:
 - (a) to Departments of the Commonwealth or of a State or Territory engaged in medical research; and
 - (b) to Universities for the purposes of medical research; and
 - (c) to institutions and persons engaged in medical research; and
 - (d) in the training of persons in medical research; and
 - (e) any other purpose that is prescribed.
- (2) Assistance under (1) is to be provided in such cases and subject to such conditions as the Minister, acting upon the advice of Council, determines.

Assistance must not be provided under (1) unless the recipient agrees to comply with guidelines issued by the Council relating to ethical issues in the conduct of medical and health research.

NATIONAL HEALTH AND MEDICAL RESEARCH COUNCIL

CONDITIONS OF AWARD FOR NHMRC TRAINING FELLOWSHIPS That commenced 2003 and earlier

PART A - INTRODUCTION

1. Application of conditions

- a) Subject to any special conditions specified at the time a Fellowship is awarded, these conditions shall apply to NHMRC Training Fellowships (ie. C.J. Martin Fellowships, Neil Hamilton Fairley Fellowships, NHMRC/R.G. Menzies Fellowships, Peter Doherty Fellowships, Australian Clinical Research Fellowships, Health Professional Training Fellowships, Sidney Sax Fellowships, Public Health (Australian) Fellowships, Australian Research Fellowships (Part-time), Howard Florey Centenary Fellowships, General Practice Fellowships and INSERM Fellowships) awarded to researchers to enable them to work on specific research projects awarded before 2004, and the Fellow and the Institution on accepting the Fellow shall abide by the conditions contained herein. (New training awards commencing 1 January 2004 and later will be subject to the NHMRC Deed of Agreement for Researcher Support).
- b) The laws of the Australian Capital Territory apply to this award.
- c) The Council may, from time to time, vary the conditions under which any Fellowship is made and may make the application of such variation prospectively or retrospectively, provided always that if, in the opinion of the Minister, the application of any such variation to a particular Fellowship or to any institution through which a Fellowship is awarded or to any Fellow supported under such a Fellowship would cause substantial detriment to that institution or person, the Minister may make such special provision in the matter as is considered reasonable in the circumstances.

2. Definitions

In these conditions, unless the contrary intention appears -

'Account' means the Medical Research Endowment Account established by the Act.

'Act' means the National Health and Medical Research Council Act 1992 and any enactments amending that Act.

'CEO' means the position of Chief Executive Officer of the Council as established by the Act or a person duly authorised to exercise the powers of the CEO, and includes a person for the time being occupying that position;

'Chairman' means the Chairman of Council;

'Commonwealth' means the Commonwealth of Australia;

'Council' or 'NHMRC' means the National Health and Medical Research Council as defined by the Act.

'Fellow' or 'Training Fellow' means the person to whom a Training Fellowship is awarded and is so designated in the application for a Fellowship or in any other document relating thereto.

'Fellowship' means a C.J. Martin Fellowship, Neil Hamilton Fairley Fellowship, NHMRC/R.G. Menzies Fellowship, Peter Doherty Fellowship, Australian Clinical Research Fellowship, Health Professional Training Fellowship, Sidney Sax Fellowship, Public Health (Australian) Fellowship, Australian Research Fellowship (Part-time), Howard Florey Centenary Fellowship, General Practice Fellowship or INSERM Fellowship awarded under the provisions of the Act to a researcher for the purposes of working on specific research projects within the biomedical sciences under a nominated supervisor;

'Head of Department' means the Head of Department, or equivalent, of the Institution in whose Department the project is being carried out;

'Institution' means the Australian university, institute, hospital or other body administering a Fellowship unless the contrary intention is indicated;

'Intellectual Property' includes all copyright and neighbouring rights, all rights in relation to inventions (including patent rights), plant varieties, registered and unregistered trademarks (including service marks), registered designs and circuit layouts and all other rights resulting from intellectual activity in the industrial, scientific, literary or artistic fields;

'New Institution' means another institution or body to which the Chief Investigator (or any one or more of them) elects to move, intending to continue with the Project (or part of the Project) at that other institution or body;

'Responsible Officer' means the officer of the institution appointed by the institution for the purposes of administration of the Fellowship;

'Supervisor' means the researcher at the institution under whom the Fellow will be working;

'The Minister' means the Minister of the Crown for the time being administering the Act.

'Travelling Award' means the Travelling Award for Research Training awarded to Australian-based training fellows who have sought this additional funding. Unless otherwise stated, reference to the administration of a Fellowship will also refer to the administration of the Travelling Award.

3. Award of Fellowships

- (a) Fellowships shall be tenable only in institutions approved by the NHMRC, such as teaching hospitals, universities and research institutes.
- (b) A report from the Supervisor indicating that facilities and services will be available to the Fellow must be received by the NHMRC prior to the award of a Fellowship.
- (c) Prior to the award of a Fellowship, certification must be received from the institution through which the Fellow applied, that it is willing to administer the Fellowship.
- (a) C.J Martin, Neil Hamilton Fairley, NHMRC/R.G. Menzies, Sidney Sax and INSERM Fellowships are awarded for four years. The first two years are spent overseas (in France in the case of INSERM Fellows) and the final two years are spent in Australia;

Peter Doherty, Australian Clinical Research, Public Health (Australia), and General Practice Fellowships are awarded for four years in Australia. The first two years must be spent in an institution and department and with a research group other than where the applicant's doctorate was obtained. Therefore a change of institution, supervisor and research group is considered essential. Other than in exceptional circumstances, a proposal in which the institution and supervisor and research group remain unchanged will be ruled ineligible or severely penalised. The final two years may be spent at the same or any other approved institution;

Howard Florey Centenary Fellowships are awarded for two (2) years, all of which must be spent in Australia.

Health Professional Training Fellowships are awarded for three (3) years, all of which must be spent in Australia. Between 50% and 70% of the fellow's working time is to be spent on the fellowship.

Australian Research Fellowships (Part-time) are awarded for four (4) years, all of which must be spent in Australia. Fellows must spend 50% of their working time on the fellowship.

Travelling Awards will be awarded for between three (3) and six (6) months.

4. Timing of Fellowships

- a) A Fellow must take up the Fellowship within twelve (12) months of the offer of award, except where the CEO has granted special permission to do otherwise.
- b) Fellowships may commence from the date of submission of a PhD, but not earlier than 1 January. The PhD must be approved by 30 June in the year of commencement of the Fellowship. Commencement remains subject to relevant ethics clearances being obtained. The budget is then recalculated to the nearest quarter.
- c) Any awardee of a Fellowship, who does not reply to an Offer of Award by 31 December of the year in which the application is submitted, will forfeit the Fellowship in favour of a reserve candidate.
- d) An overseas C J Martin, Neil Hamilton Fairley, NHMRC/R.G. Menzies, Sidney Sax and INSERM Fellow may defer the third and fourth year of the Fellowship for up to two years, whereas a Peter Doherty, Australian Clinical Research, Public Health (Australia), Howard Florey Centenary, Health Professional, and Australian Research (Part-time) Fellow may defer by only one year. This is subject to approval by the NHMRC, after submission of a written request accompanied by evidence of approval to defer from the supervisor at the Australian institution. With a deferment, the salary package and all allowances cease until the Fellowship is taken up again.
- e) Where a Fellow requests a change of institution, supervisor or project, such a request must be submitted in writing for consideration by the NHMRC and must be supported by documentation from the current institution/supervisor agreeing to the transfer, along with supporting documentation from the proposed institution/supervisor indicating agreement to accept the Fellow. On approval by NHMRC, a Schedule to the Deed of Agreement will be prepared, and this will replace the Conditions of Award for the transferred Fellow.
- f) The holder of a full-time award may apply to the NHMRC to work part-time, between 50-70%, for genuine personal reasons, such as child-care, caring for family members, or incapacity. However the period of the award will not be extended. If the period of part-time work extends beyond one year the award-holder must apply to the NHMRC to have their award converted to a part-time award, at the same percentage time as already agreed, for the remainder of the award.
- g) At the conclusion of the Fellowship the Fellow may apply, in writing, to the CEO for bridging support, provided there is evidence the Fellow has applied for further NHMRC support for the subsequent year. The period of this support will not exceed six (6) months and will not extend past 31 December of the year in which the Fellowship terminates.

- h) The Travelling Award must be taken within the term of the Fellowship. Fellows cannot apply for a Travelling Award in the first six (6) months of their award, and cannot take up the Travelling Award in the first year of their Fellowship.

PART B - GENERAL ADMINISTRATION

5. Compliance with law

The Institution shall ensure that in carrying out its functions and expending the Grant, it complies with all relevant Commonwealth, State and local government laws, regulations and by laws and including, without limiting the generality of the foregoing, all those relating to employment terms and conditions.

6. Indemnity

The Institution shall indemnify, at all times, the Council, its officers, employees and agents from and against all actions, claims, demands, costs and expenses (including the costs of defending or settling any action, claim or demand) made, sustained, brought or prosecuted in any manner based upon, occasioned by, or attributable to any loss or damage to any person or loss or damage to property which may arise from or be a consequence of any act or omission of the Institution in the performance of the Project, provided that such loss or damage does not arise from, or is not a consequence of, any unlawful or negligent act or omission of the Council, its officers, employees or agents.

7. Insurance

The Institution, for so long as any obligations remain in connection with this Grant, must effect and maintain adequate insurance, and in particular must:

- a) effect and maintain workers compensation insurance as required by law, and public risk and professional indemnity insurance policies for appropriate amounts to cover all the obligations of the Institution under this Grant, including those which survive the expiration or termination of this Grant; and
- b) upon request, provide proof of insurance acceptable to the Council.

8. Fellowship administration

- a) A Fellowship shall be administered by the Australian institution through which the Fellow applied and to which the Council shall forward salary package payments and allowances.
- b) For the overseas part of an INSERM Fellowship, the salary package will be paid by INSERM.

9. Responsible Officer

- (a) The Institution shall notify the CEO in writing of the name and title of the officer of the institution whom it appoints Responsible Officer for the purposes of administering the Fellowship. All correspondence and reports relating to the Fellowship shall be made by or through the Responsible Officer and all documents signed by the Responsible Officer shall be binding on the institution.
- (b) The Responsible Officer shall supply all necessary information reasonably requested by Council in relation to the purposes the Fellowship is being used.

10. Institution to provide certain resources

In accepting the administration of a Fellowship, the Institution undertakes to provide the facilities and services necessary for the efficient conduct of the research during the term of the Fellowship in Australia, including basic computing facilities, and further agrees to meet the normal overhead expenses and normal institutional maintenance charges. Holders of Travelling Awards will be required to ensure such facilities are available at the temporary host institution.

PART C - FINANCIAL ADMINISTRATION

11. Time of payment of Fellowships

Payment of funds in respect of Fellowships shall be made upon the terms and conditions and in the manner from time to time determined by Council, except in the case of the overseas part of an INSERM Fellowship, for which payment arrangements are the responsibility of INSERM. Unless otherwise specified, payment in respect of Fellowships will be made quarterly, on the nearest quarter day, (including salary package and allowances).

12. Salary packages

- (a) Salary packages are determined by the NHMRC and will normally be at the Training Support Package Level 1. The Howard Florey Centenary package will be at the Training Support Package Level 2. Health Professional Training and Australian Research Fellowship (Part-time) salary packages are pro rated. Additional salary packages will not be paid as part of Travelling Awards.
- (b) The award provides funding for the package applicable at the time of offer, and an additional amount known as 'out-turn' may be applied to salary packages in future years of the fellowship.

- (c) Salary Service Cost (SSC) is included in the salary package for payroll tax, Superannuation Guarantee Contribution (SGC), and workers compensation insurance.
- (d) The salary payable to Fellows is taxable.

13. Allowances

(a) Overseas Allowances

The following allowances may be payable, on application, in addition to the salary package, for the overseas period of a C J Martin, Neil Hamilton Fairley, NHMRC/R.G. Menzies or Sidney Sax Fellowship. These allowances will be recalculated annually and NHMRC cannot guarantee the level of allowances from one year to the next.

(i) Accommodation Allowance

An Accommodation Allowance, taking into account the individual circumstance of the Fellow, and the host city location, will be payable.

(ii) Travelling expenses

The minimum cost air fare for the Fellow and dependants will be provided for direct travel to, and return from, the overseas institution. Where the applicant is overseas at the time of application, the return airfare only will be paid.

(iii) Cost of Living Allowance

A Cost of Living allowance set by the Council is payable while the Fellow is overseas, to offset the effects of significant currency and cost differences in the host country and city.

(b) INSERM Travel expenses

For Australian INSERM Fellows, the minimum cost air fare for the Fellow and dependants will be provided for direct travel to, and return from, the overseas institution. In addition the NHMRC will provide an Accommodation and Cost of Living Allowance, taking into account the individual circumstance of the Fellow, and the host city location. The home country will be responsible for the costs of travel of its own researchers.

(c) Relocation expenses

For Peter Doherty, Australian Clinical Research, General Practice, Public Health (Australia), Health Professional and Australian Research (Part-time) Fellowships, relocation expenses comprising the minimum cost direct air fares

to the designated research institution will be provided for the Fellow, his/her partner and dependants at the commencement of the Fellowship. Minimum cost airfares are also payable to Fellows who are relocating from an Overseas Institution to take up an Australian-based Fellowship;

Howard Florey Centenary Fellows will also be paid a resettlement allowance of \$5,000.00 towards the cost of relocation of personal effects and household items, setting up and temporary accommodation.

(d) Direct Research Costs

During tenure of a Fellowship in the Australian Institution, an allowance of \$5000 p.a. towards maintenance expenses, technical assistance and/or equipment and conference travel is payable. This allowance will be pro rated for Health Professional Training and Australian Research Fellowships (Part-time).

A Howard Florey Centenary Fellow is entitled to \$10,000 per annum towards maintenance expenses, technical assistance and/or equipment.

(e) Conference travel allowance

During tenure of a Fellowship in the Australian Institution, an allowance was payable toward expenses for attendance at scientific conferences. This has now been included in the Direct Research Costs at 13(d).

(f) No other allowances are payable.

(g) Travelling Awards

(i) A living allowance, of \$5,000 for 3 months up to a maximum of \$10,000 for 6 months and an airfare allowance of up to \$2,500, will be paid for an overseas Travelling Award.

(ii) A living allowance, of \$3,000 for 3 months up to a maximum of \$6,000 for 6 months and an airfare allowance of up to \$1,000, will be paid for a Travelling Award held in Australia.

14. Application of monies

The Fellowship shall be used solely for the purposes specified in the award, and shall not be used to meet infrastructure costs (refer to clause 8) or other compulsory fees.

It is expected that all compulsory fees and research related expenses incurred during the tenure of the Fellowship shall be the responsibility of the host institution.

Funds unspent or uncommitted, should the Fellow relinquish the award, shall be returned to Council forthwith, unless the CEO, in special circumstances, otherwise approves.

15. Certification of expenditure

The Responsible Officer shall, not later than 30 June of each year, certify that, in respect of the period up to 31 December of the preceding year:

- (a) Funds received under the Fellowship have been expended or committed solely for the purposes specified in the award;
- (b) the salary package and allowances have been paid in accordance with the NHMRC salary scales and shall furnish with that certificate all necessary details in the form specified by the CEO from time to time.

16. Termination of a Fellowship by Council

- (a) Notwithstanding any other Condition, Council may, at any time and upon such notice and subject to such conditions as it may in its discretion decide, terminate a Fellowship in any of the following circumstances:
 - (i) if, in the opinion of Council, the research for which the Fellowship is approved is not being carried out with competence, diligence, scientific honesty and appropriate ethics approval as specified in Clause 23;
 - (ii) if insufficient grant Funds have been appropriated by the Commonwealth Government to continue all existing awards; or
 - (iii) with six months' notice on the grounds of permanent incapacity, inefficiency or misconduct* on the part of the Fellow, provided always that, before terminating any award under the provisions of this clause, Council will investigate the grounds for termination and consult with the Head of the Institution, inform the Fellow concerned in writing and with reasonable particularity of the substance of the alleged grounds for termination and, unless by reason of ill health, he/she is incapable of making any submission, allow that person a reasonable opportunity to make submissions in writing or, if Council in its absolute discretion so decides, to appear in person in relation to the matter.

*This includes scientific misconduct or fraud, or failure to conduct the research in accordance with the National Statement on Ethical Conduct in Research Involving Humans, the NHMRC/AVCC Statement on Research Practice, the Australian Code of Practice for the Care and Use of Animals for Experimental Purposes or the NHMRC Policy on the use of Non-Human Primates in Medical Research where appropriate.

- (b) In any of the said circumstances, Council may, in lieu of terminating the award, vary it in such manner as it, in its absolute discretion, considers necessary or desirable or may transfer the award to another institution.
- (c) If Council exercises its power to terminate an award in any of the above circumstances, it may take such action as it deems necessary or desirable in consequence of that termination.
- (d) Upon the termination, Funds already paid thereunder to the institution and not duly expended or committed shall be refunded.
- (e) If a supply made by the Institution under these Conditions of Award is a taxable supply under the GST Act, the Institution may, by notice in writing, vary the amount payable by the Commonwealth for that taxable supply to reflect the net effect of GST which will become payable on the 'value' (as defined under the GST Act) of the taxable supply.
- (f) If required by the Commonwealth, the Institution shall substantiate to the Commonwealth's reasonable satisfaction how any variation in the amounts payable by the Commonwealth under clause 15(b) have been calculated before such increase or reduction will take effect.
- (g) The Institution agrees to provide the Commonwealth with tax invoices in accordance with the GST Act.

17. Taxes, Duties and Charges

- (a) Except as provided by this clause, all taxes, duties and government charges imposed or levied in Australia or overseas in connection with the performance of this grant shall be borne by the Institution.
- (b) The Grant payable ("Original Grant Payable") to the Institution by the Council does not include an amount to cover any liability of the Institution for Goods and Services Tax ("GST") on any supplies made under this award of grant which are taxable supplies within the meaning of *A New Tax System (Goods and Services Tax) Act 1999* (the "GST Act").
- (c) If a supply made by the Institution under this award of grant is a taxable supply under the GST Act, the Institution may, by notice in writing to the Council, increase the Original Grant Payable by the Council by the amount of GST that is payable by the Institution on that part of the Original Grant Payable which relates to the taxable supply as if that part of the Original Grant Payable is the value of the supply for the purposes of the GST Act.
- (d) If required by the Council, the Institution shall substantiate to the Council's reasonable satisfaction how any change in the amounts

payable by the Council determined under this clause have been calculated before such changes will take effect.

- (e) In relation to any taxable supplies made under this award of grant, the Institution agrees to issue the Council with a tax invoice in accordance with the GST Act, together with or as a part of each invoice submitted for payment pursuant to Clauses 11,12 and 13.

PART D - CONDITIONS OF SERVICE

18. Additional earnings

NHMRC Training Fellows and Howard Florey Centenary Fellows, with or without medical or dental qualifications, shall be entitled to engage in professional work for additional remuneration for up to an average of 10% of each working week over the calendar year, provided that:

- (a) the work carried out under this entitlement shall be related to the broad area of their research activities;
- (b) additional remunerative work may only be undertaken with the permission of the Fellow's supervisor and administering institution;
- (c) clinical sessional work, teaching and consulting are all categories of work for which permission could be sought;

and noting that :

- (d) Council shall review entitlements to additional earnings every two years.

In circumstances other than the above, Fellows are not permitted to accept any position, involving the receipt of additional income incurred by personal exertion, unless the CEO of Council has approved, in writing, a specific request to vary this condition.

Health Professional Training Fellows may work up to 50% of each working week on the work identified in the approved application.

19. Salary loadings

- (a) Salary loadings are applicable to all Training Fellows with registered medical or dental qualifications, whether or not they perform any clinical duties. The NHMRC will supply all Funds for these loadings on the following basis:
 - (i) The level of loading payable to medically qualified Training Fellows who do not engage in clinical duties will be \$7,500. This level of loading will

- be paid irrespective of the department or discipline in which an individual works, or the nature of his or her duties.
- (ii) Where NHMRC Training Fellows with medical qualifications are responsible for patient care within the institution in which they are working, the NHMRC will pay \$15,000.
 - (iii) In the case of staff with dental qualifications, dental loadings, equivalent to half the medical loading, will be payable on the same basis.

20. Additional awards

For the purposes of this clause only, Travelling Awards will not be regarded as an NHMRC award. Fellows may not hold other NHMRC awards concurrently with their Fellowship, subject to the following conditions. During the Fellowship, a Fellow may submit an application for NHMRC Project Grant support and/or for a Career Development Award after completing the second year of the Fellowship. If successful, the Project Grant will be held concurrently with the Fellowship, provided salary has not been sought on the Project Grant for the concurrent period. It will not be possible to hold a Training Fellowship and a Career Development Award concurrently. If a Fellow applies for a Project Grant in the first or second year of the Fellowship, and is successful, the Fellowship must be relinquished.

NHMRC Training Fellows will not normally be eligible to apply for, or hold, two consecutive NHMRC Training Fellowships.

Fellows may accept other awards (eg. Fulbright etc) provided that the CEO is notified and that the acceptance of the other award does not result in any obligation being placed on the Fellow. If the value of the other awards exceeds 25% of the Fellowship allowances and salary packages payable, the Fellowship allowances (but not the salary package) will be reduced by an amount equivalent to the excess, except where an appropriate case is made in writing and accepted by the CEO. (Such a case would need to address the precise conditions of award, its nature and its relationships to the location and content of the Fellow's research programme with accompanying documentation).

Should a Peter Doherty, an Australian Clinical Research, a Health Professional Training, a Public Health (Australia), a General Practice, or an Australian Research Fellow (Part-time) be able to provide good scientific justification, supported by his/her supervisor, for acceptance of an overseas award from another source, permission may be granted by the NHMRC to interrupt the NHMRC award for a period of up to two years, with a maximum of two years support to be granted under the Fellowship on return to Australia.

21. Recreation leave

Fellows shall be entitled to recreation leave in accordance with the conditions applying in the Institution. All leave due shall be taken prior to the termination date of the Fellowship.

22. Sick leave and maternity leave

Fellows shall be entitled to sick and maternity leave in accordance with the conditions applying in the institution.

23. Superannuation

Fellows are not eligible to claim for superannuation allowances. Provision for the employer's contribution to superannuation has been made in the salary packages.

24. Long service leave, study leave

An allowance for Long Service Leave has been included in the Training Support Packages.

PART E - MISCELLANEOUS

25. Clearance requirements

Research at Australian Institutions

For the Australian based period of any training Fellowships, clearances for research which involves any of the following must be obtained from the appropriate Institutional Ethics Committee and/or Bio-safety Committee, and be submitted to the CEO, prior to any funds being released:

i) Human experimentation

Any human experimentation shall be conducted in accordance with the current requirements of the National Statement on Ethical Conduct in Research Involving Humans.

ii) Animal experimentation

- a) Experiments involving the use of animals shall be conducted, and experimental animals shall be housed, maintained and controlled, in accordance with the current 'Australian Code of Practice for the Care and Use of Animals for Scientific

Purposes' and any additional Supplementary Notes adopted by Council.

- b) Where research involves the use of inbred strains of animals, the Fellow must confirm that the genetic authenticity of such animal colonies has been checked at appropriate intervals.

iii) Use of radioactive substances, ionising radiation, recombinant DNA, potent teratogens or carcinogens

Clearance for projects which involve any of the above must be obtained from the appropriate Institutional Bio-safety Committee and/or, where relevant, Ethics Committee.

iv) Administration to humans of drugs, chemical agents or vaccines

Any project involving the above will be subject to clearance by the Institutional Ethics Committee.

Research at an Overseas Institution

For the overseas based period the Supervisor of the Fellow is to provide evidence that the research is being conducted according to accepted international ethics standards and has been approved by the appropriate institutional ethics committee/s.

26. Reports

Fellows shall submit to the CEO a mid-term report on work undertaken using the form provided. These reports should be submitted after the completion of the second year, and within 3 months of the anniversary of the commencement of the award. A list of all publications resulting from the Fellowship should be appended to the form. Failure to submit the report may jeopardise the continuity of the Fellowship. Health Professional Fellows should report within two months of completing 18 months of their Fellowship. Howard Florey Centenary Fellows are required to submit a final report only.

Within three months of completion of the Fellowship, the Fellow shall submit a full report on all work undertaken both overseas and in Australia during the period of the Fellowship, including details of any new knowledge gained in the field of study. Fellows who have held Travelling Awards are required to submit a two page report within two months of completing the Award, and specifically address the benefits the award brought to their fellowship.

Within 12 months of completion of the Fellowship the Fellow shall submit a brief report detailing the list of publications arising from the Fellowship and the Fellow's current employment status and location on the form provided.

The Council shall have the right to publish, or use in such a manner as Council sees fit, any such report in whole or in part, provided due acknowledgment of the source is made.

The supervisor must complete and co-sign the appropriate section of the annual and final report forms.

27. Acknowledgment of NHMRC Support

All publications or discussion of results achieved from research carried out with the assistance of a Fellowship shall state prominently that the work recorded has been supported by a Fellowship awarded by the NHMRC of Australia, and shall quote the Fellowship regkey (or ID) number.

28. Intellectual property

Intellectual property resulting from Accounted research normally belongs to the administering or host institution and must be handled in the national interest.

The Responsible Officer and/or the Supervisor must immediately notify Council of any patentable discoveries, inventions, processes or improvements arising from NHMRC supported research.

The Institution is authorised to conduct all necessary negotiations concerning the patent proceedings. Any net revenue derived from commercial exploitation of inventions arising from NHMRC Funded research must be disclosed (in confidence if required) and may be taken into account when the level of Funding of subsequent grants is being determined.

29. CEO may act

The CEO may exercise, on behalf of Council, any of the powers conferred upon Council by this award of grant, provided that the action taken by the CEO is in accordance with previous decisions of Council and provided further that the CEO shall report the action taken to the first meeting of Council held thereafter.

30. Mentor

An Australian mentor is appointed for each overseas Fellow to provide a point of contact for advice and help, if required.

31. Communication

All correspondence, relating to the Fellowship, should be addressed, through the Responsible Officer, to:

The CEO
National Health and Medical Research Council
Attention: The Secretary, TAC
Training Awards (MDP 33)
GPO Box 9848
CANBERRA ACT 2601
AUSTRALIA

Fax 02 6289 9131