

Updated: *March 22, 2012*

Name of link: *What to include20*

*Reminder:* A conflict may have negative impacts on you or others and you and your related party may have taken steps to reduce any negative impact. We call this a management plan. Below are some ideas, please include any others that you, or your related party, do.

Please do not use acronyms - please spell out in full.

- Explain when and where you routinely disclose your related party's issue or interest. Include how you make sure students, graduate students, post doctoral fellows, staff, and other faculty members are informed, when needed.
- Explain when and where you recuse yourself or discuss recusing yourself with a committee or group as a result of your related party's issue or interest.
- If this issue is in any way tied to the outcome of your research, explain how you have altered your research plan to remove any real or perceived influence by a related party, for example, an oversight committee.
- If this issue is tied in any way to the outcome of your research, and the research involves human participants, explain how you protect the participants from any real or perceived influence by your related party.
- Explain how you protect students, graduate students and others whom you are responsible for directing from undue influence or from compromising of academic freedoms. For example, providing a co-supervisor for their work.