



	Document approved by	Position	Date
1.0	Babraham Executive Committee	N/A	10 March 2020
1.1	Karen Vincent	Head of Governance	06 October 2021

Distribution

Name or Group	Date of issue	Version
All staff and associates	18 January 2021	1.0
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Associated policies, procedures and guidance

This policy should be read in conjunction with:

- BI-HR-008 Staff Conflicts of Interest Policy
- BI-KEC-001 Intellectual Property Policy

Contents

1. Definitions.....	3
2. Commitment statement	4
3. Purpose.....	4

1. Definitions

“(Babraham) Institute consultancy” Consultancy work that is arranged and contracted through the Babraham Institute. Relevant Institute teams cbgCOc7 (t)-6 (e)63(4)2a(h)17 y.004(t)c0.00(c)-(4)5-0.3 (s)1.7((Tw 2)

- 6.2 Institute consultancy work is arranged and contracted through BIE, a wholly-owned trading subsidiary of the Institute.
- 6.3 Where consultancies are arranged through BIE, BIE will provide a range of services to the employee and client, whereby the BIE will:
- x Carry limited liability as regards the services provided by the employee.
 - x Provide contractual services to protect the financial and academic interests of the Institute and the employee.
 - x Prepare and issue invoices and collect payment.
 - x Arrange to (m)-6.(n)-064C0 1 Tf12Fw 1.283-CS03 Tw 0.522 .3 () ()62Fw :l272 Td63C616 0 Td

