



	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
All staff and associates	06 October 2021	1.1

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)c7.00(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

