







in writing and in accordance with the University's Conflict of Interest Policy.





3. A copy of any contract signed pursuant to this Policy shall be retained in the records of the University departmentor

- f) Subject to sections F.7 and F.8 below, the Vice President People & Culture has the authority to sign all contracts regardless of value that may be classified under the following categories in Schedule A
  - i. Employment
  
- g) Notwithstanding paragraph (f) above to the extent that the contract relates to an employee with an academic appointment



## SCHEDULE A

Preliminary considerations:

- It is the obligation of the Signing Officer to ensure that the contract has been reviewed and approved in accordance with the Policy prior to signature.
- Any contract with a face value exceeding **\$250,000** requires legal review prior to signature.
- Any contract with a face value over **\$5 million** must signed by the Board Chair, the President or the appropriate Vice-President and requires a second signature from either the President, the Provost & Vice-President Academic or the Vice-President Finance & Administration.
- Any contract with a face value exceeding **\$10 million** requires prior approval of the Board.

### A. Real Property

Contracts or other documents relating to the purchase, sale, lease, mortgage, donation, or use of real property.

Type of Agreement	Value Restriction (\$)	Signing Authority
Agreements related to the purchase, sale, mortgage, lease or donation of land	Any value \$250,000 to \$5	Vice-President Finance & Administration

million

\$250,000 to \$5  
million

Purchase of books, journals and other print publications for libraries	Up to \$250,000 \$250,000 to \$5 million	Dean of Libraries Provost & Vice-
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Academic affiliation or collaboration agreements with health authorities in New Brunswick, Nova Scotia and Prince Edward Island	N/A	Provost & Vice-President Academic
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Agreements related to experiential learning within Canada, including but not limited to:

- Clinical placement agreements
- Field placements
- Project placements (including capstone program)
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#### D. International

Contracts, memoranda of understanding or other documents related to the establishment and management of international partnerships and relationships, including international academic placement and exchanges, as well as contracts with funding agencies for international activities.

Type of Agreement	Value Restriction (\$)	Signing Authority
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Articulation and pathway agreements with international academic pat28 91.679 (os)-1.3 (.)io7.0.001 Tc 66 r ac

Group enrolment agreements for non-credit programs	Up to \$250,000	Associate Vice-President, Global Relations
	\$250,000 to \$5 million	Vice-President Government & Global Relations

E. Research

Contracts or other documents relating to non-industry funded research activities undertaken at the University.

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Research-related multi-institutional network/partnership agreements	Up to \$5 million	Vice-President Research & Innovation
Research-related consortium agreements	Up to \$5 million	Vice-President Research & Innovation
Agreements for the creation or dissolution of research centres or institutes	N/A	Vice-President Research & Innovation
Due diligence forms and declarations for research projects	N/A	Vice-President Research & Innovation

#### F. Commercialization & Innovation

Contracts or other documents relating to industry funded research activities undertaken at the University as well as the commercialization of intellectual property generated from research.

Type of Agreement	Maximum Value (\$)	Signing Authority
Industry-funded research contracts	Up to \$250,000	Assistant Vice-President, Industry Relations
	\$250,000 to \$5 million	Vice-President Research & Innovation
Government-partnered funding agreements for industry research	Up to \$250,000	Assistant Vice-President, Industry Relations
	\$250,000 to \$5 million	Vice-President Research & Innovation
Confidentiality or non-disclosure agreements with industry partners (research-related)	N/A	Assistant Vice-President, Industry Relations

Data transfer agreements with industry

Assignments or licenses of intellectual property by a researcher to the University	Up to \$250,000	Assistant Vice-President, Industry Relations
	\$250,000 to \$5 million	Vice-President Research & Innovation
Research participation agreements for industry research c 94 919.9nRa	N/A	



## H. Employment

Offers of employment for the hiring of faculty and staff and all other contracts relating to the management and administration of employee matters.

See Section F.8 of the Policy for signing authorities for offers of employment for: President, Provost, Vice-President, University Secretary & General Counsel, Assistant Vice

Collective bargaining agreements <sup>5</sup>	N/A	Vice President People & Culture and one of the following: <ul style="list-style-type: none"> <li>• President</li> <li>• Provost &amp; Vice-President Academic</li> <li>• Vice-President, Finance &amp; Administration</li> </ul>
Secondment agreements		

	\$250,000 to \$5 million	Vice-President People & Culture and the individual with spending authority for the budget from which compensation is to be paid (as applicable)
Confidentiality or non-disclosure agreements (HR-related)	N/A	Vice-President People & Culture
Funding agreements for co-op or intern positions	Up to \$250,000	Administrative Head of the relevant faculty or unit

I. Miscellaneous/Other

Type of Agreement	Maximum Value (\$)	Signing Authority
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Purchase or sale of shares (except if in relation to a gift or other donation to thereof) 318.52 501.24 TmETD 941 429.36 226.319 82t0 1 Tf-0.001 Tc 0.001 Tw 11.04 0 0 11.04 21

Contracts with external investigators for investigations into violations of University policies administered by