MANAGEMENT PLAN REPORTING CHECKLIST

Office of Research Compliance

Plan Information		
Investigator:	Source of Conflict:	Reporting Period:
Plan Executed:	Plan Approved:	

Management Plan Report

The Management Plan Report requests information about research you conduct and technology you invent at UTD that are related to the interests of the source of your conflict of interest. The report focuses on the following areas:

- **Disclosure of Conflict Management in Public Communications of Research Results**
  The acknowledgement of the management of the conflict of interest in any public communication (*e.g.* presentations, journal articles, public lectures) of research results that are related to the interests of the source of your conflict of interest. A sample statement for this purpose is included in your Management Plan.

- **Disclosure of Conflict of Interest Management to Research Personnel**
  The disclosure of the management of the conflict of interest to research personnel (*e.g.*, graduate students, postdoctoral trainees, research assistants) who are working on research that is related to the interests of the source of your conflict of interest.

- **Independent Review of Research Personnel**
  The research personnel you have identified in your annual report will meet independently with the Vice President for Research at least once a year to review his or her participation in research that is related to the interests of the source of your conflict of interest.

Financial Interest Update

You are required to update your Conflict Disclosure during your Reporting Period (see above) and to report within 30 days any changes to your relationship with the company or to the agreements in your Management Plan. The Office of Research Compliance now offers an online conflict disclosure through which you will submit your updates.

General University Requirements

- **Intellectual Property**
  UTD employees are required to comply with UT Dallas policy regarding intellectual property, including the rights to publish research and proper assignment of inventorship.

- **Contractual Conflicts**
  UTD employees are required to avoid participating in negotiations concerning agreements between the University and an outside entity for which they have an active conflict of interest management plan.

Please contact the Office of Research Compliance if you believe a situation has created the possibility for a conflict of interest regarding the assignment of intellectual property resulting from research that is related to your company or outside activities, or for a contractual conflict regarding negotiations between the company and the University.

Conor Wakeman is available by phone (972-833-4718) or email (conor.wakeman@utdallas.edu) to answer any questions, comments, or concerns you may have. You can also visit the Research Conflict of Interest program online, at: http://www.utdallas.edu/research/orc/conflict_of_interest/.