

## **University Practice Paid Outside Work Risk Assessment Certification By Dean/Divisional Director**

Signatories are advised to read this certification form carefully before they accept responsibility for its contents.

I hereby certify that to the best of my knowledge that for the following paid outside work project:

(insert name of project)

1. An assessment of legal risk has been undertaken with respect to this project and that the university solicitor's office has been contacted regarding contractual issues.<sup>1</sup>
2. An assessment of financial risk has been undertaken.
3. An assessment of operational risk has been undertaken and that performing the project will not unreasonably impede the performance of work within the faculty.
4. An assessment of the risk to the university's reputation has been undertaken.
5. The insurance issues associated with this project have been discussed with the university's insurance office.

For all risk assessments referred to above, I have assessed the risk as minimal or manageable and, as a consequence, the university is not exposed to any unreasonable legal liability or harm.

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Dean/Divisional Director

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Date

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<sup>1</sup> Note: legal risks arising from the contract are regarded as being assessed if a standard Monash contractor agreement has been used. Agreements prepared by an external party and any amendments to the standard Monash contractor agreement must be reviewed and approved by the Solicitor's Office.